

CCTV Policy

Introduction

Thorpe Hall Golf Club is committed to ensuring the safety and security of our members, staff, and visitors. This CCTV policy outlines how we use closed-circuit television (CCTV) systems to monitor and protect our premises while respecting the privacy of individuals.

The operation of our CCTV system will comply with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018.

Personal data captured by CCTV will be processed fairly, lawfully, and transparently.

We will ensure that appropriate technical and organizational measures are in place to protect the recorded footage from unauthorized access, loss, or damage.

Purpose of CCTV

The primary purposes of using CCTV at Thorpe Hall Golf Club are:

- To deter and prevent crime and anti-social behaviour.
- To protect club property and assets.
- To enhance the safety and security of members, staff, and visitors.
- To assist in the investigation of incidents or accidents.

Location of Cameras

CCTV cameras are strategically placed around the premises, including entrances, parking areas, and key internal locations. The placement of cameras aims to maximize coverage while minimizing any intrusion into private areas.

Recording and Storage

All CCTV footage is recorded continuously and stored securely. Recorded images will be retained for a period of 30 days, unless required for a specific investigation or legal matter.

After the retention period, footage will be automatically overwritten unless it is required for ongoing investigations.

Access to Recordings

The access to CCTV footage is restricted to authorised personnel only. This includes members of the club management and security staff.

CCTV footage will always be viewed by at least two members of authorised.

Requests for access to footage by third parties will be considered on a case-by-case basis and must comply with relevant data protection laws.

Signage

Clear signage indicating the presence of CCTV cameras will be displayed prominently around the Club to inform members, staff, and visitors that they are being monitored.

Rights of Individuals

Individuals have the right to request access to their personal data captured by CCTV. Requests should be made in writing to the club management, and we will respond in accordance with our Subject Access Request procedures.

Review of Policy

This CCTV policy will be reviewed regularly to ensure it remains effective and compliant with relevant legislation. Any updates or changes will be communicated to club members.

Contact Information

For any questions or concerns regarding this CCTV policy, please contact:
admin@thorpehallgc.co.uk