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2019



Ashgill Recreation Centre (ARC) / Maryhill Hub
Gym Membership Application Form

PLEASE PRINT NEW MEMBER / RENEWAL / PAY AS YOU GO

First Name		Surname	
Full Postal Address			
Postcode			
Email			
Date of Birth		Telephone	
Mobile			
Emergency Contact Name & Number →		Mobile No or Landline:	
Doctors Name & Address		Doctors Telephone Number	
Do you suffer from any medical or physical illness/disability requiring regular medical treatment that is likely to be aggravated by exertion or physical exercise; e.g. asthma, diabetes or heart condition? <input type="checkbox"/> Yes <input type="checkbox"/> No		If you currently a resident within a housing association, please state which one:	
By signing this document, I confirm that a copy of the Health Commitment Statement has been made available to me and understand the content fully. I confirm that I understand that my gym membership expires the last day in December 2019.			
I also agree to Glasgow City Council's Conditions of Use for Community Facilities.			
PRINT NAME:		SIGNATURE:	
DATE:			

For office use

Notes: To be completed for all applications

Membership Paid: £ _____ Date Paid: _____ Payment taken by: _____ Date added to DB: _____
Card Issued by: _____ Date issued: _____ Added to DB by: _____ DB Reference: _____

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PRIVACY NOTICE

MARYHILL HUB / ASHGILL RECREATION CENTRE – Membership Form

Who we are:

Glasgow City Council (GCC) is a local authority established under the Local Government etc. (Scotland) Act 1994. Its head office is located at City Chambers, George Square, Glasgow G2 1DU, United Kingdom, and you can contact our Data Protection Officer by post at this address, by email at: dataprotection@glasgow.gov.uk, and by telephone on 0141 287 1055.

Why do we need your personal information and what do we do with it?

You are giving us personal information to enable you or your child/dependent under the age of 13 to access services provided by The Maryhill Hub / Ashgill Recreation Centre, including any external events organised by the Centre. We also use your information to verify your identity where required, contact you by post, email or telephone and to maintain our records.

Legal basis for using your information:

We provide these services to you as part of our statutory function as your local authority. You can find more details of our role on our website at www.glasgow.gov.uk/privacy

Where you elect to use these services, or wish your child/dependent under the age of 13 to use these services, processing personal information is necessary for the purposes of entering a contract with you and performing a contract to which you are party. Without this information, we are unable to enter into and perform a contract with you and therefore unable to provide you or your child/dependent under the age of 13 access to our services.

Who do we share your information with?

We are legally obliged to safeguard public funds so we are required to verify and check your details internally for fraud prevention. We may share this information with other public bodies (and also receive information from these other bodies) for fraud checking purposes.

We are also legally obliged to share certain data with other public bodies, such as HMRC and will do so where the law requires this. We will also generally comply with requests for specific information from other regulatory and law enforcement bodies where this is necessary and appropriate.

Your information is also analysed internally to help us improve our services. This data sharing is in accordance with our Information Use and Privacy Policy and covered in our full privacy statement on our website. It also forms part of our requirements in line with our Records Management Plan approved in terms of the Public Records (Scotland) Act 2011.

The information we hold about members may also be shared with health and social care services as part of our obligations towards the safeguarding of adults and children at risk of harm.

How long do we keep your information for?

We only keep your personal information for the minimum amount of time necessary. Sometimes this time period is set out in the law, but in most cases it is based on our business need. We maintain a records retention and disposal schedule which sets out how long we hold different types of information for. You can view this on our website at <http://www.glasgow.gov.uk/rrds> or you can request a hard copy from the contact address stated above.

Your rights under data protection law:

- **Access to your information** – you have the right to request a copy of the personal information that we hold about you.
- **Correcting your information** – we want to make sure that your personal information is accurate, complete and up to date. Therefore you may ask us to correct any personal information about you that you believe does not meet these standards.
- **Deletion of your information** – you have the right to ask us to delete personal information about you where:

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- I. you think that we no longer need to hold the information for the purposes for which it was originally obtained
 - II. you have a genuine objection to our use of your personal information – see *Objecting to how we may use your information* below
 - III. our use of your personal information is contrary to law or our other legal obligations.
- **Objecting to how we may use your information** – You have the right at any time to tell us to stop using your personal information for service evaluation purposes.
 - **Restricting how we may use your information** – in some cases, you may ask us to restrict how we use your personal information. This right might apply, for example, where we are checking the accuracy of personal information that we hold about you or we are assessing the objection you have made to our use of your information. This right might also apply if we no longer have a basis for using your personal information but you don't want us to delete the data. Where this right is realistically applied will mean that we may only use the relevant personal information with your consent, for legal claims or where there are other public interest grounds to do so.

Please contact us as stated above if you wish to exercise any of these rights.

Information you have given us about other people:

If you have provided anyone else's details on this form, please make sure that you have told them that you have given their information to Glasgow City Council. We will only use this information to contact those people in the event of an emergency. If they want any more information on how we will use their information they can email dataprotection@glasgow.gov.uk.

Complaints:

We aim to directly resolve all complaints about how we handle personal information. If your complaint is about how we have handled your personal information, you can contact our Data Protection Officer by email at dataprotection@glasgow.gov.uk or by telephone on 0141 287 1055.

However, you also have the right to lodge a complaint about data protection matters with the Information Commissioner's Office, who can be contacted by post at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. By phone on 0303 123 1113 (local rate) or 01625 545 745. Visit their website for more information at- <https://ico.org.uk/concerns>

If your complaint is not about a data protection matter you can find details on how to make a complaint on our website at www.glasgow.gov.uk/complaints .

More information:

For more details on how we process your personal information visit www.glasgow.gov.uk/privacy
If you do not have access to the internet you can contact us via telephone to request hard copies of any of our documents.

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Your health is your responsibility. The management and staff of this organisation are dedicated to helping you take every opportunity to enjoy the facilities that we offer. With this in mind, we have carefully considered what we can reasonably expect of each other.

Our commitment to you

1. We will respect your personal decisions, and allow you to make your own decisions about what exercise you can carry out. However, we ask you not to exercise beyond what you consider to be your own abilities.
2. We will make every reasonable effort to make sure that our equipment and facilities are in a safe condition for you to use and enjoy.
3. We will take all reasonable steps to make sure that our staff are qualified to the fitness industry standards as set out by the Register of Exercise Professionals.
4. If you tell us that you have a disability which puts you at a substantial disadvantage in accessing our equipment and facilities, we will consider what adjustments, if any, are reasonable for us to make.

Your commitment to us

1. You should not exercise beyond your own abilities. If you know or are concerned that you have a medical condition which might interfere with you exercising safely, before you use our equipment and facilities you should get advice from a relevant medical professional and follow that advice.
2. You should make yourself aware of any rules and instructions, including warning notices, and follow them. Exercise carries its own risks. You should not carry out any activities which you have been told are not suitable for you.
3. You should let us know immediately if you feel ill when using our equipment or facilities. Our staff members are not qualified doctors, but there will be a person available who has had first-aid training.
4. If you have a disability, you must follow any reasonable instructions

This statement is for guidance only. It is not a legally binding agreement between you and us and does not create any obligations which you or we must meet.



Print Name: _____

Signature: _____

Date: _____