

**Yorkshire and Humberside**

**March 2018 Communication**



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## Your World Cup

In July 2018 we will welcome the top 16 teams across the globe to the Vitality Hockey Women's World Cup in London. Since 2011, the number of people playing club hockey has grown by 40% which is incredible - thanks to our clubs.



The Vitality Hockey Women's World Cup will further increase the visibility of the sport at both a national and local level, and by working together we want to capitalise on this increased visibility to see if we can provide opportunities for more people than ever before to enjoy our great game!

Your World Cup Forums took place across 5 locations in Yorkshire and Humberside with 38 clubs and organisations attending and 70 attendees

The forums took place at the following locations:

1. North Lincolnshire - Monday 29th January 2018 – AFWAC – 730-930pm
2. Humberside – Thursday 1st February 2018 – Kingston Bowling Club– 7-9pm
3. West Yorkshire - Monday 12th February 2018 – Leeds Adel – 730-930pm
4. South Yorkshire – Wednesday 7th March 2018 – Abbeydale – 730-930pm
5. North Yorkshire – Thursday 8th March 2018 – City of York HC – 7-9pm

If you missed the forum and would like further information please contact your Relationship Manager Gary Johnson via email on [gary.johnson@englandhockey.co.uk](mailto:gary.johnson@englandhockey.co.uk) or mobile: 07702 258465

## Your World Cup Portal

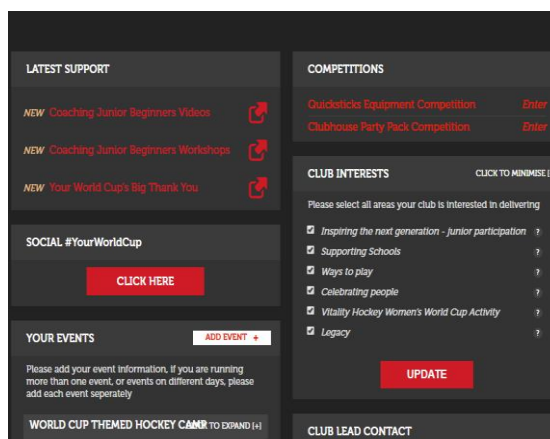


We know every club is different and want to develop in different ways so we have developed a suite of tools to help you, a pick 'n' mix hockey tools you may say! From free hockey resources, promotional tools to once in a life time experiences at the Vitality Hockey Women's World Cup.

The Portal has club support available across 6 strands and an area to upload all club activities.

Sign up today to start accessing the suite of tools.

<https://yourworldcup.hockeynation.club/>



## England Hockey Awards



On Saturday 19th May hockey lovers from across the country will gather to celebrate the achievements of volunteers, umpires, coaches and players over the past year at the England Hockey Awards Dinner 2018.

Nominations are open NOW and until 3 April. Put forward who you think deserves to win an award

<https://www.surveymonkey.co.uk/r/EHAwards18>

## Big Thank You

This is an incredible year for hockey in England as we look to host the Vitality Women's Hockey World Cup in London this summer. We want to celebrate as many club volunteers as possible so as well as your award nominations we would love you to be part of the #BigThankYou.

If you know someone or multiple people that go above and beyond at your club say thanks in a special way this summer.

Send us a sentence and an image of them so they can be a feature piece at the England Awards Dinner and at the World Cup! You may even get a thanks from one of our international athletes on the night!

<https://www.surveymonkey.co.uk/r/HockeyBigThankYou>



## Hockey Hub

The Hockey Hub is your free one-stop shop, packed full of useful resources for teachers, coaches and umpires. Whether you work with beginners or young talented



players, there is relevant content available to suit your needs. You can watch bite-sized video or download activity cards to take to your sessions. You can access all of this great content here:

<https://hockeyhub.englandhockey.co.uk/>

## **Coaching and Umpiring Courses and Workshops**

### **Coaching**

<http://www.englandhockey.co.uk/courses.asp?section=2031&sectionTitle=Find+a+Course%2FWorkshop>

Clubs are able to request two of our workshops,

1. Engaging Games for Children
2. Introduction to Hockey Coaching.

Further information on how to do this can be found by clicking [Workshop Information](#)

### **Umpiring**

<http://www.englandhockey.co.uk/courses.asp?section=296&sectionTitle=Find+a+Course>

Clubs can request 3 umpire courses (see below):

#### **INTRODUCTION TO UMPIRING COURSE**

Course request form can be found [here](#)

#### **LEVEL 1 UMPIRE COURSE**

Course request form can be found [here](#).

#### **UMPIRE DEVELOPER COURSE**

Course request form can be found [here](#)

If you are interested in hosting any of the above workshops and courses please contact your Relationship Manager Gary Johnson via email on [gary.johnson@englandhockey.co.uk](mailto:gary.johnson@englandhockey.co.uk) or mobile: 07702 258465

## **Teacher Workshops**

England Hockey are delivering 3 FREE Teacher Workshops across Yorkshire and Humberside. They are aimed specifically at those with little or no hockey delivery experience or those who want to increase their confidence in delivering hockey.

The Locations are:

1. Sheffield
2. Doncaster
3. York

### **Sheffield**

Wednesday 2<sup>nd</sup> May 2018 – 3.30pm-6.30pm  
Abbeydale Sports Club  
Abbeydale Road South  
Dore  
S17 3LJ



Places on the workshop are free of charge, but due to likely demand spaces will be allocated on a first come, first served basis. To book onto the workshop please visit the below sign up link; <https://www.surveymonkey.co.uk/r/TeachertrainingSheffield>



## Doncaster



Friday 4<sup>th</sup> May, 2018 - 10am-1pm  
Doncaster Hockey Club  
Doncaster Town Fields Sports Club  
Bennetthorpe  
Doncaster  
South Yorkshire  
DN2 6AA

Places on the workshop are free of charge, but due to likely demand spaces will be allocated on a first come, first served basis. To book onto the workshop please visit the below sign up link; <https://www.surveymonkey.co.uk/r/TeachertrainingDoncaster>

## York

Date TBC – Likely to be May 2018

York Sport Village

Lakeside Way

York YO10 5FG

Register interest with Melanie Hart [melanie.hart@englandhockey.co.uk](mailto:melanie.hart@englandhockey.co.uk)

During the workshop teachers will be provided with:

- Ideas and tips on delivering fun and engaging sessions.
- Confidence in planning safe and fun sessions that encourage implicit learning.
- Information about equipment and resources which make session delivery simple.
- A grasp of hockey in its current form and how it can be played at any level.

## Time to Listen Courses

We are running 2 Time to listen courses within the Region and we are strongly recommending that your club welfare officer and possibly your lead junior coach if they are coaching the same junior players regularly attend, unless they have done so in the past 3 years. The workshop is hockey specific, led by an experienced tutor who will talk through a number of areas.

The workshop is also a good place to build relationships with other welfare officers and/or attendees and past attendees have found this an invaluable part as they know that there are others, apart from England Hockey staff, who they can talk to and gain advice from if required.

Details of workshops are:

### **City of York HC**

12 April 2018

6.30 – 9.30pm

### **Abbeydale Sports Club**

17 May 2018

6.30 – 9.30pm

To book a place on the workshop please request an application form from Elaina Leithead via email on [Elaina.Leithead@englandhockey.co.uk](mailto:Elaina.Leithead@englandhockey.co.uk)

## **England Hockey Summer Championships**

England Hockey is launching a brand NEW summer offer including summer leagues and knockout competitions, perfect for both current and new players that love to play in a relaxed, fun social environment.

The England Hockey Summer Champs will have three options for people to play in:

1. Hockey Small Sided Leagues (six-a-side)
2. National Sixes Championships (six-a-side)
3. Masters KO Championships (O30s)

Teams can be formed not just by clubs but also other social groups, e.g. businesses, university students at home for the summer, friends from different clubs etc.



You can register your interest for any of this [summer activity here](#). More information about the summer offer and entries will open in the New Year.

### **Hockey Small Sided Leagues (six-a-side)**

Looking for a fun, social yet competitive form of hockey outside of the regular season? Then this could well be for you.

The leagues will be locally organised and there will be separate men's and women's matches using a six-a-side format that was successfully trialled during HockeyFest on Tour. The leagues will be round robin and hosted at clubs/venues where the infrastructure for small sided games and social facilities already exist - these will be determined once we know which teams have entered.

The matches themselves will run on midweek evenings over a four week period in June/early July 2018.

### **National Sixes Championships (six-a-side)**

This championship is perfect for both keen hockey players and those more occasional players looking for an enjoyable competitive activity.



Starting regionally and with the chance to progress to 'Area' and 'National' finals, there will be separate men's and women's knockout championships. The fixtures will be played across three Sundays in June and July 2018.

### **Masters KO Championships**

This tournament is perfect for those masters players who want a new activity without the need and challenges of playing two games per weekend in the regular season.

Currently there will be an 11-a-side tournament run for O30s but additional groups may be added if supported by clubs.

Starting regionally and with the chance to progress to 'Area' and 'National' finals, there will be separate men's and women's knockout championships. Matches will be played on midweek evenings or Sundays from late May to mid July, with the 'Area' and 'National' finals all being played on Sundays.

If you like the sound of any of this summer activity please register your [interest here](#).

### **AGM Governance Resolution - Review update**

At the 2017 AGM a resolution was put forward by members asking for a review of the governance of the sport at a local level. The following resolution was passed supported by 99% votes:

“This resolution proposes that England Hockey review the sport's current governance structure across the country so that it provides the best opportunity to develop the sport; increasing participation levels and the chances of sustained success at national and international level while safeguarding participants and giving members the best possible experience in the 21st century.”

England Hockey set up a working group chaired by Liz Pelling, England Hockey Vice President, to lead the review and they appointed Yew Consulting to conduct a survey of members' views through an online questionnaire and a series of nationwide meetings. That research has now concluded and an Executive Summary Report of the findings can be found here. If you would like a copy of the full report please email [agm.resolution@englandhockey.co.uk](mailto:agm.resolution@englandhockey.co.uk).

The Report was considered by the Board of England Hockey in January and they have accepted the findings and asked the Working Group to develop some underlying principles of good governance which can be used to address the issues highlighted in the Report. Once developed, the Working Group will consult with members on the principles this summer.

What next?

A summary of the Report findings and an update on progress will be presented to this year's AGM on 20 March at Bisham Abbey.

### **GDPR**

What is GDPR?

The General Data Protection Regulations (GDPR) will come into effect on 25 May 2018 and will replace the Data Protection Act (DPA). Legal advice suggests that GDPR does not present a drastic overhaul to the current DPA framework but rather, it plugs gaps, or strengthens existing rights and obligations and defines certain concepts more precisely.

Therefore, if your organisation is compliant with the DPA this will put you in good stead for the move across to GDPR. It does however significantly increase the fines for failing to comply. It's worth highlighting the basic principles of the original Data Protection Act which remain in place and which should continue to provide the basis for the way you manage people's data.

- Data must be used fairly and lawfully
- Used for limited, specifically stated purposes
- Used in a way that is adequate, relevant and not excessive
- Accurate and kept for no longer than is absolutely necessary
- Handled according to people's data protection rights
- Kept safe and secure
- Not transferred outside the European Economic Area without adequate protection



Does this apply to our club/association?

The GDPR applies to you if you collect any personal data in running your club/association (which you definitely will do if you have any members). This includes searchable paper records. GDPR refers to data controllers (those who own and control the data) and data processors (anyone who processes data on behalf of a data controller).

Some of the common things to consider:

#### Data storage

You should only collect the minimum data required to carry out the processes you need and the data should be kept up to date. Any data that is old and out of date should be securely deleted. You should review the security of the data particularly if it's kept in spreadsheets and word documents rather than secure systems. Consider encryption, particularly if you are sending personal data around your club rather than using a central, secure system.

#### Privacy or data capture statements

When individuals provide you with their details, make sure you are clear and transparent about why you have it and what you will do with their information. This means you need to make sure that you have the right data capture statements to present to individuals when they give you their personal details.

#### Data transfer

One of the principles of the Data Protection Act 1998 (and the GDPR), is that you can only process data for the purpose for which it is collected. This means that if you collect a name and contact details of an individual, so that they can become a member of your club, you can't simply use that information to allow your affiliates and sponsors to contact them for marketing purposes. You also need to tell people when they join your club if you are going to transfer their data, for example to an umbrella organization or even within your club if it's not held in a central system. You can still transfer data and send group emails but you need the right consents. In order to improve administration within the sport and to reduce duplication of input, England Hockey will be working with its approved partners to transfer some data between systems. For example league tables could be shared with club websites, club official's data could be shared with leagues to avoid constant re-inputting. This will require the consent of individuals and the approved systems will ensure that this complies with GDPR.

#### Data breaches

You need to make sure that personal data is held securely, i.e. that electronic documents are encrypted and password protected and that they are backed up on a regular basis. Consider restricting the storage of personal information to GDPR compliant secure systems and not keeping personal details on spreadsheets etc. You also need to make sure that your volunteers can identify when a breach has happened and that they know what they should do and who they should talk to. Pay particular attention to any sensitive information such as health records. You are expected to keep this sort of sensitive data particularly safe.

## England Hockey systems

England Hockey will be working with our own systems providers so that the Player Pathway system, Hockey Hub, EHL system etc will be GDPR compliant.

## Top tips to prepare for GDPR

1. Process – understand the journey that personal data takes through your club. What information do you collect and do you need that information? What do you tell people when you collect it? On what legal basis have you collected it? Where and how do you store that data? What do you do with it? When is it deleted? This will allow you to identify any areas of risk.
2. Awareness – make sure that your volunteers are aware of the GDPR and data protection issues and that they know who to talk to if they receive a subject access request or if there is a breach.
3. Policy – make sure the policies and procedures you have in place help your volunteers deal with data protection issues.
4. Communication – make sure you tell individuals at the point of collection what you will do with their data and when you will delete it.
5. ICO guidance – take a look at the 12 steps to take now and the Getting ready for the GDPR self-assessment tools.

<https://ico.org.uk/media/1624219/preparing-for-the-gdpr-12-steps.pdf>

## What are the key changes for clubs and associations?

### More communication

You will need to give people more information. You need to tell people about how and what you do with their data at the point you collect it. If you use one of the league and club management systems provided by one of England Hockey's approved providers (Club Buzz, Pitchero, SportLomo and Teamer) they will be taking the necessary steps to make it GDPR compliant but you need to make your members aware of where you send their data. That may be straightforward but you may be sharing it with leagues, county associations, regional associations, umpiring associations if for example you are providing details of your club officials or you may be sharing information on disciplinary forms.

### ICO notifications

You no longer have to notify and register with the Information Commissioner's Office (ICO) as a data controller – you may already not need to under the current not-for profit organisation.

### Obligations

There will be direct obligations on data processors as well as on data controllers. This may mean If you use any third parties to process data on your behalf, for example hosting your website, then you must have a written contract in place which sets out each parties GDPR obligations.

### Fines increase significantly

Currently the highest fine the ICO can levy is £500,000. Under the GDPR they will be able to issue fines up to 20 million euros or 4% of your global annual turnover (whichever is the higher) for serious breaches. The fine could be 10 million euros or 2% of your global annual turnover (whichever is the higher) for less serious breaches.

### Getting consent

Consent will be much harder to achieve. If you rely on consent from individuals to use their personal data in certain ways, for example to send marketing emails, then there are additional requirements to comply with. Consent must now be explicit, positively given for each separate use and can be removed at any time. It should be expressed in simple, easy to understand terms and avoid legal jargon.

England Hockey's official partners (Club Buzz, Pitchero, SportLomo and Teamer) will be changing the way that their systems obtain consent to ensure they are GDPR compliant. If you use a system that is not provided by these partners you should ensure that complies with the new legislation.

### Data retention

Retention policies need to be clear. You can't keep data for longer than is necessary for the purpose for which it was collected. You also need to inform people how long you will keep their personal data and you can't keep it indefinitely so decide how long you need to keep data. It must be reasonable.

### Privacy by design

If you are planning on putting in place a new system or electronic portal, then you need to consider whether the service provider you choose has adequate security to protect personal data.

### Breaches

You will only have 72 hours from being aware of a breach to report it to the ICO. This includes the loss of any personal data. Under the Data Protection Act there are no obligations to report breaches.

### Children

There are additional protections for children's personal data. If you collect children's personal data then you need to make sure that your privacy policy is written in plain simple English. And if you offer an online service to children aged 13-15, you may need to obtain consent from the parent or guardian to process the personal data.

### Summary

In simple terms:

- Tell your members what you are doing with their data
- Get their consent to use it for each purpose
- Keep their data secure
- Delete their data when you no longer need it.

England Hockey will also be developing some Frequently Asked Questions (FAQ's) which will put on our website to give further guidance once GDPR is more established. At present GDPR is a series of principles and the detail will become clearer once it has been tested and clarified.