

PRIVACY POLICY

POLICY STATEMENT

The privacy provisions of the Privacy Act 1988 (Cth) affecting private sector organisations including the Western Region Academy of Sport (WRAS) which came into effect on 21 December, 2001 protects personal privacy by establishing rules for collecting, using and archiving personal information. People will now be able to access personal information that organisations hold on them and correct it if it is wrong. Individuals who feel their privacy has been invaded can lodge a complaint and expect action to be taken to resolve the situation. The new law provides for financial compensation.

This legislation does not intend to prevent the collecting of personal information; it merely aims to make organisations more transparent about why they are collecting personal information and what they are doing with it and to limit their use and disclosure of collected personal information.

Employee records are exempt from the provisions of the Act. This exemption however does not apply to contractors, workers on secondment, and employees from a related company whose records are kept on the premises, or to prospective employees.

APPLICATION

WRAS routinely collects personal information about WRAS members.

This Privacy Policy is intended to inform the community, particularly those whose personal information we hold, of our approach to collecting, using and protecting your personal information as a WRAS member.

WRAS considers that protecting your personal information is important and takes your right to privacy seriously.

COLLECTION

WRAS collects personal information about you as a WRAS member only to provide its services to you. WRAS may collect personal information about you such as your name, your date of birth, your contact details, your availability, your photograph, your training location, your medical details, etc.

The full details of the types of personal information that WRAS collects can be found in the questions that WRAS asks, and in the forms, that you have completed during your involvement with WRAS.

PROCEDURE

Storage

Subject to the disclosure provisions in this Policy, all the personal information held by WRAS about you is held in secure files at the WRAS office.

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Only WRAS staff may access your personal information and even then, only for one of the purposes in this Privacy Policy. Once WRAS no longer has a need for your personal information it will be filled in storage for historical and child protection purposes.

Use

WRAS may use your personal information to manage and administer the services it provides to you including to process your participation forms, to provide you with information regarding WRAS programs or events, to provide you with sponsorship and participation opportunities, and to ensure that WRAS's internal business operations are running smoothly including in relation to any reporting or legal requirements it may be required to fulfil.

Disclosure to third parties

From time to time, WRAS may disclose your personal information to certain third parties. The types of organisations to which WRAS may disclose your personal information include:

- Relevant State Sporting Organisations – may be given your name, sport, date of birth, contact email, hometown, photo, physical and skills testing results, diversity statistics, achievements;
- Relevant Government Bodies – may be given your name, sport, age, hometown, diversity statistics, achievements;
- Media outlets – may be given your name, sports, age, hometown, video/photo images, achievements;
- Schools – may be given your name and sport;

WRAS will only disclose your personal information in accordance with its Constitution or By-Laws.

Personal Profile and Results

WRAS may also disclose your personal information including your name, hometown, photographs of you and your results to the media, in our newsletter and on our Internet site or social media sites for public viewing.

Sensitive Information

WRAS may also need to collect a member's sensitive information including medication being taken, diagnoses of specific conditions and any allergies.

WRAS stores such sensitive information in secured files at the WRAS office.

WRAS may disclose a member's sensitive information to the Australian Sports Anti-Doping Authority or relevant National Sporting Organisation if required.

Consent to collection of Sensitive Information

By accepting your position with WRAS, you confirm that you have read and understood this Privacy Policy and you consent to the collection, use, disclosure and storage of your sensitive information in accordance with this Privacy Policy.

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ACCESS

You can request access to the personal information that WRAS holds about you as a WRAS member, and you may ask WRAS at any time to correct it where you believe it is incorrect or out of date.

There will be no fee for accessing your personal information. To access personal information that WRAS holds about you, or to obtain more information about your rights or WRAS's Privacy Policy, please contact WRAS at:

Western Region Academy of Sport
c/- Charles Sturt University, Panorama Ave, Bathurst NSW 2795
(02) 63 384 821 info@wras.org.au

REFERENCES

Privacy Act 1988 (Cth) Schedule 1 Australian Privacy Principles

REVIEW

This Privacy Policy will be reviewed annually and against related legislative changes.

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