

# PRIVACY POLICY

## APPLICATION

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The Western Region Academy of Sport (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

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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

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### Storage

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

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;

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- 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 achievements 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 secure, protected online files and 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.

### **ACCESS**

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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](mailto:info@wras.org.au)**

### **REFERENCES**

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Privacy Act 1988 (Cth) Schedule 1 Australian Privacy Principles

### **REVIEW**

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

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