

PRIVACY POLICY

Policy Statement

The privacy provisions of the Privacy Act 1988 (Cth) affecting private sector organisations including the Academy, and 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 purport 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

The Western Sydney Academy of Sport routinely collects personal information about Academy athlete scholarship holders.

This Privacy Statement is intended to inform the community, including in particular those whose personal information we hold, of our approach to collecting, using and protecting your personal information as an Academy member.

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

Collection

Academy collects personal information about you as a member only to provide its services to you. The Academy may collect personal information about you such as your name, your date of birth, your contact details, your bank account details, your size, your availability, your photograph, your training location and your passport details.

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

Collection from third parties

In some situations, the Academy may need to collect personal information about you as a member from a third party such as your Sport association, or your local club.

Authorised by: Martin Bullock	Title: Privacy Policy	Page: 1
Version Date: September 2019	Next Review: September 2020	No of Pages: 3

If the Academy needs to collect personal information about you from third party not mentioned in this Policy, it will first endeavour to obtain your consent to the same.

If that is not possible, the Academy will only collect the personal information about you from the third party if that is necessary for us to do our job, or to comply with laws or regulations. In any event, the Academy will inform you of the collected personal information, and will use it the collected personal information only in accordance with this Privacy Policy.

Review

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

PROCEDURE

Storage

Subject to the disclosure provisions in this Policy, all the personal information held by the Academy about you is held on a password protected database or in secure files at the Academy's offices.

Only Academy staff may access your personal information and even then, only for one of the purposes in this Privacy Policy. Once the Academy no longer has a need for your personal information we will either destroy or de-identify it.

Use

The Academy 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 sponsorship and participation opportunities, to provide you with information regarding services and your Academy Sport, and to ensure that 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, the Academy may disclose your personal information to certain third parties. If the Academy does this, it requires the recipients to protect your personal information in the same way and to the same high standards that the Academy does. The types of organisations to which the Academy may disclose your personal information include:

- external service providers that provide the Academy with financial, legal, administrative, information technology, banking, travel, uniform manufacturing, publications and other services;
- sponsorship companies, advertising agencies, marketing and/or sales agencies; selectors, sporting organisations and committees.
- disciplinary committees and investigative bodies;
- government agencies (as part of our regulatory or statutory obligations);

and the Academy may also disclose your personal information in accordance with its Constitution or By-Laws.

Authorised by: Martin Bullock	Title: Privacy Policy	Page: 2
Version Date: September 2019	Next Review: September 2020	No of Pages: 3

Personal Profile and Results

The Academy may also disclose your personal information including your personal profile, photographs of you and your results to the media, in our newsletter and on our Internet site for public viewing.

Sensitive Information

The Academy may also need to collect a hockey player's sensitive information including medication being taken, diagnoses of specific conditions and results from any drug testing undertaken at the direction of the Academy.

The Academy stores such sensitive information in secured files at the Academy offices.

The Academy may disclose a player's sensitive information to the Australian Sports Anti-Doping Authority, NSOs, medical boards and the Academy's appointed Medical Practitioners from time to time.

Consent to collection of Sensitive Information

By signing the Academy acceptance form, 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.

Prohibited Persons/Police Check

The Academy may arrange for a prohibited persons and/or police check to be undertaken on your behalf and will collect the results of such a check.

Access

You can request access to the personal information that Academy holds about you as a member, and you may ask the Academy 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 the Academy holds about you, or to obtain more information about your rights or the Academy's Privacy Policy, please contact the Academy at:

Western Sydney Academy of Sport
PO Box 4357
Penrith Plaza NSW 2570
Tel: 4732 4977

5. REFERENCES

Privacy Act 1988 (Cth) Schedule 1 Australian Privacy Principles

Authorised by: Martin Bullock	Title: Privacy Policy	Page: 3
Version Date: September 2019	Next Review: September 2020	No of Pages: 3