# **Privacy statement**

Protecting your privacy is important to us. Mitchell Rangers Soccer Club Inc. is committed to responsible privacy practices and to complying with the National Privacy Principles contained in the Privacy Act 1988 (Commonwealth).

# What is personal information?

Personal information is information that could identify you, or your child/ren. Examples of personal information include names, addresses, telephone numbers, email addresses and photographs.

## How do we collect and use your personal information?

One of the main ways in which we collect personal information is directly from you when you register yourself or your child/ren as an amateur player with the "Football Federation of Victoria", by completing the annexure and from match day's; for example how a player contributed to their team on match day. We collect personal information from you in order to:

- Comply with the rules and regulations of the "Football Federation of Victoria"
- Ensure that we are aware of any player's health issues that may affect their safety and wellbeing.
- Ensure that we are aware of any player's custodial issues that may affect their safety and wellbeing.
- If you consent, we may also use your information in order to keep you up to date with information about the club via email etc.
- If you consent, we may provide or publish you or your child/ren's name(s) and or photographs on our website, to the press, to our sponsors, to any sports related periodicals or organisations.

## What happens if you don't provide personal information?

If you do not complete the "Football Federation of Victoria" registration form you or your child/ren will not be able to participate in any training or matches whatsoever.

Apart from the official FFV registration form, you have no obligation to provide any personal information requested by us. However, if you choose to withhold requested personal information, we may not be able to provide you or your child/ren with the support needed if there are any special circumstances such as health problems. In addition to the example given we would like to offer services such as our newsletter that require collection of your email address.

## How we protect your personal information

At all times, we take great care to ensure that your or your child/ren's personal information is protected from unauthorised access, use, disclosure or alteration. We endeavour to ensure that our committee members, and coaching staff are aware of, and comply with, their obligations in relation to the handling of personal information. Only properly authorised persons are permitted to see or use personal information held by us and, even then, only to the extent that it is relevant to their roles and responsibilities.

You or your child/ren's personal information will not be sold or passed onto to any other organisation for that organisation's unrelated independent use. Further, we will not share your personal information with any organisations without your consent, apart from any government agencies that present us with the appropriate legal documentation to obtain information held by us about you and or your child/ren.

We encourage you to contact us if the personal information we hold about you or your child/ren is incorrect or to notify us of a change in your personal information.

#### How can you access or correct the personal information we hold about you?

Wherever possible and appropriate, we will let you see the personal information we hold about you and correct it if it is wrong. If we do not allow you access to any part of the personal information we hold about you, we will tell you why.

If you wish to obtain access to your personal information held by us, or to request us to correct any errors in that information, please contact us at info@mitchellrangers.org.au.

#### **Changes to our Privacy Policy**

We may change our Privacy Policy from time to time at our discretion and without notice. You can contact us or find the latest version on our website at <u>www.mitchellrangers.org.au</u>.