



## **PRIVACY POLICY**

### **Purpose**

Under the Privacy Act Legislation, information regarding your membership will only be released to yourself, in accordance with any legal requirements or in accordance with Privacy Policy of TBRU (the club).

### **Policy**

At TBRU (the Club), we are committed to ensuring the confidentiality and security of the information you provide to us. To comply with the legal requirements and to run our club effectively, it is necessary for us to collect certain personal information about the people and players with whom we deal.

At a minimum, this usually includes information such as name, address and contact details. Additional information may be required depending on the nature of your dealings with the club. In essence, the information is in three (3) categories, contact information, health information so that we are privy to pre-existing issues that may come into play during the season and custodial authority.

You may request details of any personal information the Club holds about you and advise us if it is inaccurate, incomplete or out-of-date.

The information you provide may be disclosed to persons within the club. Information will not be disclosed beyond this group of people unless you have provided written consent that the club may do so, or unless required under the law.

The information you provide will only be used for the purpose for which it is intended, unless you have consented to the information being used for secondary purposes, or as part of the normal operation of the Club. What is considered part of normal operations varies within the club.

If you would like to know more about the management of data held by the club, please contact the Registrar or Secretary.

The Club takes all reasonable security measures to protect personal information from loss, unauthorised access, destruction, misuse, modification or disclosure. As far as permissible under law, the club accepts no responsibility for the unauthorised use of personal information in it's possession.

If you believe that any authorised representative of the club has acted outside of this Privacy Policy statement, or your specific instructions, please contact the President or the Management Committee.

Oct 2015