



Sport Inclusion
AUSTRALIA

Privacy Policy

Sport Inclusion Australia

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Policy

Introduction

Sport Inclusion Australia is a National Sporting Organisation established in 1986 to assist the inclusion of people with an impairment, primarily an intellectual impairment into the mainstream community using sport as the medium. Sport Inclusion Australia is the Australian member of Virtus, International Sport Federation for athletes with intellectual impairment.

Our **Purpose** is to build a more inclusive community.

Sport Inclusion Australia facilitates, educates and supports sporting organisations and the wider community about the power of sport to deliver social inclusion, while advocating for the rights of all Australians to be treated with dignity.

Our **Mission** is to drive inclusion through sport.

The philosophy has never wavered 'Promote sporting opportunities for people with an impairment in mainstream settings with sport owning and delivering sport for all Australians at the appropriate ability level with a 'person first' approach'.

We want to make sure no one is left behind.

Purpose

The protection of personal information is important to Sport Inclusion Australia Sport Inclusion Australia is committed to respecting the right to privacy and the protection of personal information.

This document sets out:

- What personal and sensitive information Sport Inclusion Australia collects;
- How Sport Inclusion Australia collects personal and sensitive information;
- How Sport Inclusion Australia uses or discloses personal and sensitive information
- How individuals can access or seek correction of information held by Sport Inclusion Australia ; and
- Who to contact regarding privacy issues and complaints.

By providing your personal information to Sport Inclusion Australia, you expressly consent to its use, storage and disclosure in accordance with this Privacy Policy.

This Policy outlines the way in which Sport Inclusion Australia may collect, use, store and disclose information. Third party commercial entities and subsidiaries, whether owned by, or acting on behalf of, any Sport Inclusion Australia Entity, may be subject to the same privacy laws and may be governed by their own privacy policies. Sport Inclusion Australia will always do its utmost to ensure that personal information is respected and protected.

1. What personal and sensitive information does Sport Inclusion Australia collect?

1.1 Personal Information

Generally, personal information is information or an opinion (including information or an opinion forming part of a database) from which it is possible to determine someone's identity.

The information collected by a Sport Inclusion Australia about a particular person will vary depending on the circumstances of collection. It may include, but is not limited to, a person's contact details (name, email and/or postal address, phone number), date of birth, gender, credit card details, driver licence number, passport number, insurance details, employment history, qualifications or communication history with Sport Inclusion Australia and/or location data when using Sport Inclusion Australia apps.

1.2 Sensitive Information

Sensitive information is a type of personal information that also includes information or an opinion about:

- a) racial or ethnic origin;
- b) political opinions;
- c) membership of a political association, professional or trade association or trade union;
- d) religious beliefs or affiliations or philosophical beliefs;
- e) sexual preferences or practices;
- f) criminal record; or
- g) health, genetic information or disability.

If it is reasonably necessary in the circumstances, Sport Inclusion Australia may also collect sensitive information such as a person's medical history, nationality, their ethnic background or disabilities.

Sport Inclusion Australia is required by law to obtain consent when collecting sensitive information. Sport Inclusion Australia assumes and will assume consent to the collection of all sensitive information that is provided to it for use in accordance with this Privacy Policy, unless told otherwise by the person providing the information.

Where required by law, Sport Inclusion Australia will obtain consent before collecting sensitive information. Where sensitive information is voluntarily provided to Sport Inclusion Australia, Sport Inclusion Australia will treat this as consent for the purposes outlined in this Privacy Policy unless the individual advises otherwise. Individuals may withdraw their consent or request that their information no longer be used for particular purposes, subject to any legal or operational requirements.

2. How does Sport Inclusion Australia collect personal and sensitive information?

Information may be collected when you:

- a) become a member of any entity which is a member of or affiliated with Sport Inclusion Australia;
- b) subscribe to any publication of Sport Inclusion Australia, including electronic publications;
- c) provide details to Sport Inclusion Australia in an application form, consent form, survey, feedback form or incident report including but not only in respect to competition eligibility;
- d) enter personal information into, or agree to having your personal information entered into, an Sport Inclusion Australia online system;
- e) access any Sport Inclusion Australia website or app;
- f) contact Sport Inclusion Australia via email, telephone or mail or engage via social media;
- g) participate in any program, activity, competition or event run by Sport Inclusion Australia ;
- h) purchase tickets to an Sport Inclusion Australia event or activity from Sport Inclusion Australia or an authorised agent;
- i) participate in fundraising activities;

- j) purchase merchandise, products or services from Sport Inclusion Australia or an authorised agent;
- k) are elected or appointed to the Board or a committee of Sport Inclusion Australia;
- l) apply for employment or a volunteer position with Sport Inclusion Australia; or
- m) where Sport Inclusion Australia is required to do so by law (for education, VET training, child protection, Work health and safety laws, AVETMISS, charitable collections, Good Samaritan, Medical Treatment or other legislation in Australia).

Sport Inclusion Australia may collect data about you, your interests and matters that may be of interest to you. In addition, your preferences as to how you prefer to receive communications, i.e. by email, post, telephone, SMS/MMS and door-to-door canvassing, may also be recorded depending on which contact channel information you have chosen. If you have an account with Sport Inclusion Australia, personal information may be collected to service that accounts and provide you with relevant communications and marketing materials.

2.1 Providing information

Depending on the circumstances, some types of information will be required and others might be optional. If you do not provide some or all of the information requested, this may affect Sport Inclusion Australia's ability to communicate with you or provide the requested products or services. This would include but not be limited to information regarding a person's eligibility to compete.

By not providing requested information, you may jeopardise your eligibility to compete, ability to participate in events, activities, programs or competitions or apply for employment or volunteer positions with Sport Inclusion Australia. If it is impracticable for Sport Inclusion Australia to deal with you as a result of you not providing the requested information or consents, Sport Inclusion Australia may refuse to do so.

2.2 Collection from third parties

Sport Inclusion Australia may collect personal information regarding a child from the parent or other responsible person associated with that child.

Sport Inclusion Australia recognises that children and young people require additional privacy protections. Where personal information related to a person under 18 years of age, Sport Inclusion Australia will take reasonable steps to

ensure information is collected from, or with the consent of, a parent or guardian where appropriate. Sport Inclusion Australia will limit the collection of personal information about children to what is reasonably necessary to deliver programs, ensure safety, meet regulatory obligations and administer participation in Sport Inclusion Australia activities.

In some circumstances, Sport Inclusion Australia collects information from other sporting entities or other third parties.

2.3 Information storage and protection

Sport Inclusion Australia stores information in different ways, including in paper and electronic form. Much of the information collected is added to Sport Inclusion Australia's database which is hosted by a third-party data storage provider on secure, enterprise-grade servers. When your information is entered into this database, the information may be combined or linked with other information held about you.

Security of personal information is important to Sport Inclusion Australia. Sport Inclusion Australia has taken steps to protect the information it holds from misuse, loss, unauthorised access, modification or disclosure. Some of the security measures Sport Inclusion Australia uses includes strict confidentiality requirements of our employees, volunteers, Sport Inclusion Australia affiliates and service providers, as well as security measures for system access, and security measures for our website such as firewalls and system encryption whilst storing and transferring data.

Sport Inclusion Australia is required to comply with the Federal Government Notifiable Data Breaches Scheme (**NDBS**). When Sport Inclusion Australia has had a data breach that could result in serious harm, Sport Inclusion Australia will notify the individual(s) that is/are affected. Sport Inclusion Australia when notifying the individual(s) and Australian Information Commissioner, will also outline what steps have been or will be undertaken in response to the breach. A review of the breach will be undertaken, and action(s) implemented to prevent a future breach. Sport Inclusion Australia ensures that all members abide by the Privacy policy in conjunction with any relevant IT terms of use or Policy and do not download and disclose personal data.

3. How does Sport Inclusion Australia use and disclose personal and sensitive information?

3.1 Use

Sport Inclusion Australia, and third parties to whom it may disclose personal information in accordance with this Privacy Policy, may use your personal information to:

- a) verify your identity;
- b) verify your age;
- c) complete background checks;
- d) determine your eligibility to compete in relevant events;
- e) research, develop, run, administer and market competitions, programs, activities and other events relating to a variety of Sport Inclusion Australia activities, membership management, education offerings and organisation, social events, police or other legal agencies for the purposes of medical treatment amongst others;
- f) undertake fundraising;
- g) research, develop and market products, services, merchandise and special offers made available by Sport Inclusion Australia and third parties;
- h) administer and manage Sport Inclusion Australia's IT based applications; and
- i) keep you informed of news and information relating to various Sport Inclusion Australia events, activities and opportunities via various mediums.

Sport Inclusion Australia may use automated systems, including AI-enabled tools, to assist with administrative, operational, recruitment, compliance, safety, and member engagement activities. Significant decisions affecting individuals are subject to human review and are not made solely by automated systems.

Sport Inclusion Australia may use health information to ensure that events or activities it conducts and/or programs it operates are managed safely and in accordance with any special health needs participants may require. Health information may also be kept for insurance purposes. In addition, Sport Inclusion Australia may use de-identified health information and other sensitive information to carry out research, to prepare submissions to government or other regulatory bodies, or to plan events and activities. Sport Inclusion Australia does not provide a Health Service as defined under the *Privacy*

Act 1988 (**Act**) and will not use health information for the purposes of providing a Health Service as defined under the Act.

3.2 Disclosure

Sport Inclusion Australia may disclose your personal information to a range of organisations which include, but are not limited to:

- a) Sport Inclusion Australia affiliates and other organisations involved in sport;
- b) companies Sport Inclusion Australia engages to carry out functions and activities on Sport Inclusion Australia's behalf, including direct marketing;
- c) our professional advisers, including our accountants, auditors and lawyers;
- d) our insurers;
- e) police and other law enforcement agencies; and
- f) relevant sporting bodies including government sport agencies and other international and national sporting bodies.
- g) Sport Inclusion Australia may disclose your personal information in other circumstances required or permitted by law.

Information may be shared with employees or third-party agents for the purposes of marketing, fundraising, research and analysis. In certain limited circumstances, it may be necessary to share the information with a third-party service provider on a confidential basis. When this occurs, only the information that is required to provide the services will be provided and only under strict terms of confidentiality.

In some circumstances, personal information may also be disclosed outside of Australia. In such circumstances, Sport Inclusion Australia will use its best endeavours to ensure such parties are subject to a law, binding scheme or contract which effectively upholds principles for fair handling of the information that are suitably similar to the Australian Privacy Principles under the Act. Personal information may be sent overseas for the purpose of addressing direct marketing material produced overseas. If so, Sport Inclusion Australia will comply with all relevant and applicable overseas privacy and data protection laws.

Any disclosure will be on such terms and conditions as Sport Inclusion Australia determines taking into account the circumstances of the disclosure but always in the best interests of the parties whose personal information is being disclosed.

3.4 Direct marketing

Sport Inclusion Australia assumes and will assume your consent to use non-sensitive personal information to provide to you better services and marketing purposes (including disclosure of such information to service providers).

Every person whose data is collected by Sport Inclusion Australia has the option to refuse e-mail, SMS or posted offers. You may do this via the opt-out procedures included in any communication from Sport Inclusion Australia (information relating to the option to unsubscribe from those communications may be retained).

If you are still not satisfied at the communication you are receiving, you can also write to Sport Inclusion Australia via the contact details set out below.

3.5 Other disclosures

In addition, Sport Inclusion Australia may also disclose personal information:

- a) with your express or implied consent;
- b) when required or authorised by law;
- c) to an enforcement body when reasonably necessary; or
- d) to lessen or prevent a threat to an individual or public health or safety.

3.6 Sport Inclusion Australia websites

When users visit Sport Inclusion Australia websites, our systems may record certain information about their use of the site, including the web pages visited and the time and date of their visit. Sport Inclusion Australia uses this information to help analyse and improve the performance of its websites.

Sport Inclusion Australia uses password protocols and encryption software to protect personal and other information it receives when a service is requested and/or paid for on-line. Sport Inclusion Australia software is routinely updated to maximise protection of such information. All credit card transactions are secured using 128 Bit Secure Socket Layer (SSL) Encryption.

In addition, Sport Inclusion Australia may use “cookies” on its websites. Cookies are small text files that help a website to remember the preferences of users to improve the experience of using that website.

Cookies are used for various aspects of functionality such as keeping track of tickets in a checkout, learning more about how you arrived at the website and to store your preferences, so you do not have to enter them each time you visit. In some cases, the cookies that are used may collect some personal information. Sport Inclusion Australia will treat this information in the same way as other personal information it collects. You are free to

disable cookies on your internet browser to prevent this information being collected; however, you may lose the benefit of an enhanced website experience that the use of cookies may offer.

Websites linked to any Sport Inclusion Australia website are not subject to Sport Inclusion Australia's privacy standards, policies or procedures. Sport Inclusion Australia does not take any responsibility for the collection, use, disclosure or security of any personal information that you provide to a third-party website.

4. Accessing and seeking correction of information held by Sport Inclusion Australia

Sport Inclusion Australia will take all reasonable steps to ensure that the personal information it collects, uses or discloses is accurate, complete and up to date. Sport Inclusion Australia relies however on the accuracy of personal information as provided to Sport Inclusion Australia both directly and indirectly.

Individuals may also request access to their personal information held by Sport Inclusion Australia by making a request via the contact details set out below. Sport Inclusion Australia will respond to your request for access within a reasonable period and generally within 30 days of receiving your request. Where additional time is required, Sport Inclusion Australia will notify you. Sport Inclusion Australia will endeavour to provide the requested information within 30 days. If you find that the personal information, held about you is inaccurate, incomplete or out-of-date, please contact Sport Inclusion Australia immediately and it will be corrected and brought up to date as per your instructions.

5. Resolving privacy issues and complaints

Any issues or complaints in relation to the collection, use, disclosure, quality, security of and access to your personal information may be made to the Sport Inclusion Australia Privacy Officer at this address:

Sport Inclusion Australia

Address: 15 Latimer Street Benalla VIC 3672 AUSTRALIA

Email: mail@siasport.org

Phone: International: +61 3 5762 7494

Phone Australia: 03 5762 7494

We will respond to your complaint within 30 days and try to resolve it within 90 days. If Sport Inclusion Australia is unable to resolve your complaint within this time, or you are unhappy with the outcome, you can contact the Office of Australian Information Commissioner via its enquiries line 1300 363 992 or website <http://www.oaic.gov.au/> to lodge a complaint.

For further information on Sport Inclusion Australia's management of personal information, please contact Sport Inclusion Australia.

Sport Inclusion Australia may amend this Privacy Policy from time to time.