



PRIVACY POLICY

Our Commitment

Western Australian Swimming Association (Incorporated) (“**Swimming WA**”) is committed to supporting and complying with the *Privacy Act 1988* (Cth) (“Privacy Act”) and the Australian Privacy Principles (“APPs”) which set clear standards for the collection, access and storage of personal information which we obtain as part of our operations.

Our Goals

Swimming WA is one of the leading not-for-profit sporting organisations in Western Australia. Our aim is to create a well-defined development pathway for swimmers, coaches, volunteers and officials at all levels and encourage swimmers to get involved from grass roots juniors through to world champions.

We aim to:

1. Grow the sport of swimming across WA through initiatives including Regional Talent Development and Dive & Try Swim Meets.
2. Strengthen our clubs and our infrastructure by partnering with the Government through the Department of Sport and Recreation and sponsors to deliver better resources and support.
3. Deliver key events such as national championships, state championships, Indian Ocean All Stars Challenge and Schools & Colleges Relays.
4. Provide a sustained high performance pathway which has produced champions such as Eamon Sullivan and Blair Evans.

Collection of Information

We collect personal information to enable us to achieve our goals set out above. The information we collect may be used to, among other things, comply with legal requirements, publish swimming results and to advertise or provide Swimming WA products, services and events.

Swimming WA may collect and hold personal information relating to you such as your name, address, age, gender, telephone number, email address, citizenship status and any other information provided. Swimming WA may also collect videos and

photographs relating to events we participate in and organise, which may identify individuals.

Swimming WA will generally obtain personal information directly from you, from one of our affiliated clubs or from Swimming Australia. Swimming WA may also obtain information from third parties as required. Swimming WA, its affiliated clubs and Swimming Australia will exchange information where necessary.

You have no obligation to provide any information requested by us, however, if you choose to withhold requested information, we may not be able to provide you with products or services we offer. For example, if you do not provide us with personal information we request we may not be able to allow you to participate in some swimming events or activities.

Use, Storage and Security of Information

We may share personal information with other parties (for example suppliers, service providers, agents and business partners) who provide services to Swimming WA such as marketing support, IT support and services or debt collection.

We may collect and store information electronically or in hard copy. We may publish certain personal information on our website to reflect current squad members, swimming times, swimming performance and records. If you do not want us to publish this information relating to you please advise our Privacy Officer in writing.

Swimming WA may disclose personal information in countries other than Australia where it is necessary to arrange certain events (for example international swimming competitions).

Overseas recipients may not be bound by the Privacy Act. By providing Swimming WA with personal information you consent to us disclosing your personal information overseas. If you do not want Swimming WA to disclose your personal information overseas you may withdraw your consent by advising our Privacy Officer in writing.

Swimming WA will use all reasonable endeavours to ensure that you provide personal information in a secure environment and when the information is no longer needed it will be destroyed or permanently rendered anonymous.

Cookies

Swimming WA may use “cookies” to personalise and simplify your access to and use of our website. Cookies are small pieces of information sent by a web server and stored by your browser on your computer’s hard drive so it can later be read back from that browser. This allows your browser to remember some specific information and may enhance your user experience of the website.

Accessing and Changing your Personal Information

Swimming WA attempts to ensure that all personal information collected and stored in its database systems is correct and accurate. You may at any time request access to the information we have collected from you and obtain a more in depth explanation about how the information is used by contacting the Privacy Officer at the address

given below. We will endeavour to meet or advise of the outcome of a request within 21 business days of receipt.

If at any time you wish to change personal information that is incorrect or wish to have your personal information deleted, please contact us using the details below. Unless personal information is required for administrative or legal reasons we will take all reasonable steps to meet such requests at the earliest possible opportunity.

Under the Privacy Act you have a right to access personal information we hold about you.

If you require access to your personal information, or have questions or concerns in relation to how privacy is managed at Swimming WA, please email Bronwyn Nasi at bronwyn.nasi@wa.swimming.org.au with the subject line "Attention: Privacy Officer".

Of course, before we provide you with access to your personal information we will require some proof of identity. For most requests, your information will be provided free of charge. However, we may charge a reasonable fee if your request requires substantial effort on our part.

Marketing Information

Unless you advise us in writing that you do not want us to do so, Swimming WA may:

1. use your personal information for the purpose of providing you with special offers you may find of interest, important changes to the functionality or content of our website, or information on new products or services to be offered by Swimming WA or our sponsors and other partners; and/or
2. provide your details to third parties who we partner with, with the purpose of providing you with offers for products, services and/or benefits.

Complaints Resolution

If at any time you wish to lodge a complaint in respect of the handling, use or disclosure of your personal information by Swimming WA, please provide the details of your complaint in writing to our Privacy Officer by sending an email to Bronwyn Nasi at bronwyn.nasi@wa.swimming.org.au with the subject line "Attention: Privacy Officer".

We will endeavour to investigate and advise you of the outcome of a complaint within 21 days of receipt of such complaint.

Amendments to this Privacy Policy

Swimming WA may amend or update this privacy policy from time to time at its discretion by posting a new or revised privacy policy online. Please check back periodically for updated terms for this privacy policy.

More Information

Further information about our privacy policy or the use and management of your personal information may be obtained by contacting our Privacy Officer by sending an email to Bronwyn Nasi at bronwyn.nasi@wa.swimming.org.au with the subject line "Attention: Privacy Officer".