



PRIVACY POLICY

1. Introduction

This policy is subject to revision from time to time and anyone consulting this document should contact a member of the Committee to ensure that this is the current approved version.

2. Purpose

To ensure that all Doncaster Rovers Soccer Club Officials who are responsible for handling personal and/or health information do so in a manner that protects every individual's right to privacy.

3. Privacy Policy

The Doncaster Rovers Soccer Club Committee of Management, including its sub-committees, is fully committed to protecting everyone's right to privacy. Club officials in collecting information will comply with all aspects of the Victorian Information Privacy Act 2000 and the Health Records Act 2001.

It is the Committee's responsibility to ensure that relevant Club officials are familiar with their obligations under the Acts and that the handling of both personal and health information is done so in accordance with the law.

In particular:

- DRSC will only collect personal and health information that is required for its activities.
- Information will only be used for the purpose for which it was collected.
- If information is required for other purposes other than those for which it was collected, agreement will be sought beforehand.
- Information will only be accessed by Team Officials and Committee Members.
- Information will be securely stored.
- Information will be destroyed if it is no longer needed for any purposes.

3.1. Collection and Consent

- The Club's Membership Application Form clearly defines the purpose for collection of information and a consent statement re: distribution of information for signing if consent is given. This must be signed by a parent if for a minor.
- By signing the Club's Registration Form, you agree to the taking and use of photographs in the Club Newsletters/website/media platforms, the provision of health information to



the team's first aid personnel, and sharing contact details amongst team members or their parents for, for example, transport pooling and support duties.

- Permission will be sought before non-listed purposes are conducted.

3.2. Storage and Access to Information

- Privacy information is stored securely; this may be on computer systems managed by the Football Victoria or reputable computer cloud providers.
- Only Team Officials and Committee members are allowed to access member information.
- When information is not required for any purpose, it will be destroyed.

3.3. Working With Children/ Police Check Reports

Information on these reports can contain sensitive information and will only be handled by a designated and responsible person within the Club. Information provided in these reports is strictly confidential and will only be brought to the attention of the Committee when the report content requires some action.

4. Version History

Version #	Updates By	Revision Date	Approved By	Approval Date	Reason
0.1	Ad Wolst	03/09/2018	NA	NA	Draft issued for comment
1.0	John Pellarini	10/09/2018	John Pellarini	10/09/2018	Final
1.1	Jenny Jarvis	10/08/2020	AGM	12/12/2020	Three year review, branding update, FV name update, inclusion of media platforms