



Hibiscus Coast AFC – Privacy Policy

Purpose

This policy outlines how Hibiscus Coast AFC (HBCAFC) collects, uses, stores, and protects personal information belonging to members, players, parents, staff, and volunteers, in accordance with the Privacy Act 2020.

Scope

This policy applies to all personal information collected or held by HBCAFC in relation to players, members, parents, coaches, volunteers, and contractors.

General Principles

- HBCAFC is committed to:
- Transparency and fairness in handling personal information.
- Collecting only what is necessary and using it for stated purposes.
- Maintaining accuracy and protecting information with appropriate security measures.
- Being accountable for compliance with the Privacy Act 2020.

Information We Collect

HBCAFC may collect the following information:

- Personal and contact details (e.g., name, address, phone, email).
- Emergency and medical information.
- Membership, registration, and payment details.
- Volunteer information including vetting, qualifications, and role history.

How We Use Information

Personal information is used to:

- Register players, coaches, and volunteers.
- Communicate important club information.
- Ensure the safety and wellbeing of participants.
- Manage club operations, programmes, and events.

HBCAFC will **never sell or rent** personal information to third parties.

Sharing Information

Personal information may be shared only when necessary with:

- New Zealand Football and Northern Region Football (NRF).
- Emergency services, when required for safety.
- Government agencies or authorities, where legally required.

All sharing occurs under confidentiality and in line with data protection obligations.

Member Rights

Members have the right to:

- Access and request correction of their personal information.
- Request deletion of personal information, where lawful.
- Withdraw consent for the use of images or inclusion in communications.

Requests should be made in writing to the Club Privacy Officer.

Key Contacts

- **Privacy Officer:** lisa@hbcafc.org.nz
- **Club Chairperson:** Jenni Schanschieff - president@hbcafc.org.nz
- **Office of the Privacy Commissioner (NZ):** www.privacy.org.nz or **0800 803 909**

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