

Our Use of Your Personal Information

In gathering personal information the club follows all relevant legislation, notably BC's Personal Information Protection Act (PIPA). Please read the following summary.

Why do you need my personal details? As a sports club, we are required by law to keep contact details of our members. We also need to communicate with you, for example with newsletters, notices of AGM, or urgent news about cancellation of matches. We also ask for advice on who to contact in an emergency. In addition, we need to pass on certain details to the sport's governing bodies.

Why these exact details? We collect only data that is necessary for the administration of the club or the sport. Some of the information (eg, contact details) is for our own purposes. Some (eg, age group, or postcode) is required by the provincial body, Bowls BC; it is used for statistical purposes, or as evidence for obtaining funding, etc.

Who sees this information? Paper forms are stored securely at our club. The information is held on a password-protected database - only two club members (plus a supervisor at Bowls BC) have access to it. Your contact details (email address and phone number) are provided to other club members who send out newsletters, organise matches or contact volunteers, etc. We will never release information to third parties, unless forced to do so by law.

How do you obtain the data? You provide the personal information on application, and we then check that it is still correct at least once a year, at renewal of membership.

Can I refuse to provide details? We ask you to confirm that you are happy with providing the minimum data that we need in order for the club to function. If you do not wish to provide certain details, please specify this.

What happens if I leave the club? In the event of a member leaving the club, data will be deleted as soon as practical, and before the end of the next outdoor season.

Do you hold other information about me? As you may see on this website, we sometimes publish photographs of players, either as general views of action on the green or to celebrate prizewinners; such photos might also appear in brochures. Our practice is to name prizewinners. For action shots, or for photos taken at social events in the clubhouse, we would not use your name without express permission. If you are not comfortable with this, please let the ***Membership Secretary*** know.

We ask you (annually) to confirm your consent for our use of personal data. However, you are free at any time to withdraw consent for any information which goes beyond the basic administration of the club.