



# Privacy Policy

## Commitment to Privacy

The Calgary Minor Soccer Association respects the privacy of its members, players and volunteers. Protecting the confidentiality of your personal information is important to us. We will manage your personal information with great care.

## Scope

This policy applies to all employees, directors, officers, volunteers, coaches, athletes, officials, administrators, members and participants involved with the CMSA.

## Personal Information we Collect

The Calgary Minor Soccer Association may collect personal information about you in person, over the telephone, by mail, through the internet or through your participation. The types of information we may collect include: name, mailing address telephone number, e-mail address, date of birth, skills, incidents, player statistics etc. It is always your choice whether or not to participate in a Calgary Minor Soccer Association activity. However, if you participate, we will need to collect, use and disclose some personal information. Otherwise, it may not be possible for us to provide some services.

## How we use your information

The Calgary Minor Soccer Association collects personal information for the following reasons:

- To identify you
- To register you in soccer leagues, tournaments or clinics
- To maintain a current list of volunteers
- To meet our commitments to our insurers

We may share your personal information with other parties, but only in the following circumstances:

- In order to administer the services we provide to you, we may share information with other organizations such as data storage, providers or companies that provide insurance or registration services.
  - We may share information with other teams you play with.
  - We may disclose incidents to authorities.
  - Take disciplinary actions resulting from incidents.
  - To comply with legal and insurance requirements
  - To provide referee coordinators with names of possible referees
  - To register you with the Alberta Soccer Association (ASA) for provincial tournaments.
- We will not sell your personal information to any organization for any purpose.



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## Giving Consent

The Calgary Minor Soccer Association will obtain your consent to collect, use and disclose personal information in accordance with this privacy statement, except where otherwise permitted or required by law. Consent may be express or it may be implied in appropriate circumstances. You may choose not to provide us with personal information, however a decision to withhold personal information may restrict our ability to provide you with some services. It may also make it difficult for us to communicate with you.

### Minors

A parent and/or guardian will be required to provide consent on behalf of a minor.

### Withdrawing Consent

You may withdraw your consent to the Calgary Minor Soccer Association for the collection, use or disclosure of personal information at any time, subject to legal or contractual restrictions, and reasonable notice. If you withdraw your consent, the implications of that withdrawal may be that the CMSA is not able to provide or continue to provide you with the service you requested. In addition, the ability to communicate with this person may be diminished. A withdrawal of consent will not be effective in relation to the recording and reporting of incidents. To withdraw consent, contact our offices and identify which personal information you no longer wish to be collected.

## Access to and Changing Your Personal Information

If you want to access or verify the accuracy of your personal information you should contact your club or community registrar. At the time your request is received, they may ask for specific information to verify your identity before the personal information can be revealed. There may be instances where the personal information may not be disclosed. These would include situations where:

- the personal information includes references to other persons,
- the information has already been destroyed due to legal requirements or because it is no longer needed,
- it cannot be disclosed for legal reasons

Where an error or inaccuracy is noted in personal information, contact your club or community registrar with the correct information so the changes can be made. If they cannot change it or will not change it, then please contact Calgary Minor Soccer Association. We will provide a copy of the corrected information upon request.