



PRIVACY POLICY

The protection of personal information is important to Jamberoo Golf Club.

Our club is committed to respecting the right to privacy and the protection of personal information.

This document sets out how Jamberoo Golf Club may collect, hold and use personal information.

By providing your personal information to Jamberoo Golf Club, you consent to its use, storage and disclosure in accordance with this Privacy Policy.

What personal and sensitive information does Jamberoo Golf Club keep?

Personal Information

Personal information is information from which it is possible to determine someone's identity.

The information collected by Jamberoo Golf Club about a particular person will vary depending on the circumstances of collection. It may include, but is not limited to, a person's contact details (name, email and/or postal address, phone number), date of birth, gender and qualifications.

Sensitive Information

Sensitive information is a type of personal information such as a person's medical history, nationality, their ethnic background or disabilities.

Jamberoo Golf Club is required by law to obtain consent when collecting sensitive information.

Jamberoo Golf Club will assume consent to the collection of all sensitive information that is provided to it for use in accordance with this Privacy Policy, unless told otherwise.

How does Jamberoo Golf Club collect personal and sensitive information?

Information may be collected when you:

1. become a member of Jamberoo Golf Club
2. subscribe to any publication of Jamberoo Golf Club including electronic publications;
3. provide details to Jamberoo Golf Club in an application, consent form, survey, feedback form or incident report;
4. enter personal information into, or agree to having your personal information entered into, one of Jamberoo Golf Club online systems;
5. use the Jamberoo Golf Club website (www.jamberoogolf.com.au)
6. contact Jamberoo Golf Club via email, telephone or mail or engage with Jamberoo Golf Club via social media;
7. participate in any program, activity, competition or event run by Jamberoo Golf Club;
8. purchase merchandise, products or services from Jamberoo Golf Club;

9. are elected or appointed to the Board of Directors of Jamberoo Golf Club;
10. apply for employment as a volunteer with Jamberoo Golf Club;
11. or where Jamberoo Golf Club is required to do so by law (for education, child protection, work health and safety laws, charitable collections, medical treatment or other legislation in Australia).

Providing information

Depending on the circumstances, some types of information will be required and others might be optional. If you do not provide some or all of the information requested, this may affect Jamberoo Golf Club's ability to communicate with you or provide the requested products or services.

By not providing requested information, you may jeopardise your ability to participate in programs or competitions or apply for employment as a volunteer with Jamberoo Golf Club. If it is impracticable for Jamberoo Golf Club to deal with you as a result of you not providing the requested information or consent, Jamberoo Golf Club may refuse to do so.

Collection from third parties

Jamberoo Golf Club may collect personal information regarding a child from the parent or other responsible person associated with that child; and may gain information about handicaps from Golf Link Partners Pty Ltd.

Otherwise Jamberoo Golf Club does not collect information from any third party.

Information storage and protection

Jamberoo Golf Club stores information in different ways, including in paper and electronic form.

Much of the information we collect from and about our members is added to Jamberoo Golf Club's database. When your information is entered into Jamberoo Golf Club's database, the information may be combined or linked with other information held about you, for instance, Golf Australia's Australian Handicap database by Golf Link Partners Pty Ltd.

Security of personal information is important to Jamberoo Golf Club. Jamberoo Golf Club has taken steps to protect the information we hold from misuse, loss, unauthorised access, modification or disclosure.

Some of the security measures Jamberoo Golf Club uses include strict confidentiality requirements of our employees, volunteers, security measures for system access and security measures for our website.

How does Jamberoo Golf Club use and disclose personal and sensitive information?

Use

Jamberoo Golf Club, in accordance with this Privacy Policy, may use your personal information to:

1. verify your identity and handicap;
2. administer and run competitions, programs, activities and other events relating to golf, including golf cart hire;
3. respond to emergency situations involving or requiring medical treatment;
4. administer, manage and provide you with access to the Jamberoo Golf Club website;
5. to use the Australian Handicap System to ;

6. may be given to other members for the ease of communication and arrangement of matches in club competitions; and
7. keep you informed of news and information relating to various golfing events, activities and opportunities via various mediums.

Jamberoo Golf Club may use health information to ensure that programs we operate are run safely and in accordance with any special health needs participants may require. Health information may also be kept for insurance purposes.

Disclosure

Jamberoo Golf Club may disclose your personal information to a range of organisations which include, but are not limited to:

1. Golf Australia, Golf NSW, Golf Illawarra, Ladies Golf Illawarra and other organisations involved in golfing programs in Australia;
2. if you have applied for an Australian Handicap, Golf Link Partners Pty Ltd, in relation to the Australian Handicap System;
3. our professional advisers, including our auditors; our insurers and lawyers;
4. in other circumstances permitted by law;

In addition, Jamberoo Golf Club may also disclose personal information:

1. with your express or implied consent;
2. when required or authorised by law;
3. to an enforcement body when reasonably necessary; or
4. to lessen or prevent a threat to an individual or public health or safety.

Jamberoo Golf Club website

When users visit the Jamberoo Golf Club website, our systems may record certain information about their use of the site. Jamberoo Golf Club uses this information to help analyse and improve the performance of the Jamberoo Golf Club website.

Accessing and seeking correction of information held by Jamberoo Golf Club

Jamberoo Golf Club will take all reasonable steps to ensure that the personal information it collects, uses or discloses is accurate, complete and up-to-date. However, we rely on the accuracy of personal information as provided to us both directly and indirectly.

We encourage all users to regularly review and update their personal information. If you would like to access personal information that we hold about you, we require you to put your request in writing. If we do not allow you access to any part of the personal information we hold about you, we will tell you why.

Individuals may also request access to their personal information held by us by making a request via the contact details set out below. We will respond to your request for access within 14 days and endeavour to provide the requested information within 30 days. If you find that the personal information we hold about you is inaccurate, incomplete or out-of-date, please contact us immediately and we will see that it is corrected.

Resolving privacy issues and complaints

Any issues or complaints in relation to the collection, use, disclosure, quality, security of and access to your personal information may be made to the Jamberoo Golf Club Privacy Officer at this address:

The Secretary

Jamberoo Golf Club

PO Box 112

Jamberoo NSW 2533

Email: golfatjam@gmail.com

Phone: (02) 42360291

We will respond to your complaint within 30 days and try to resolve it within 90 days.

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