

Timmins Badminton Club

Data Privacy Policy

Effective September 28, 2025

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September 24, 2025

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1. Our Commitment to Privacy

The Timmins Badminton Club is committed to protecting the privacy and security of the personal information of its members, guests, and volunteers. We value the trust of our members and recognize that maintaining this trust requires us to be transparent and accountable in how we handle your information.

This policy outlines how we collect, use, store, and disclose personal information in accordance with the principles of Canada's Personal Information Protection and Electronic Documents Act (PIPEDA).

2. Information We Collect

As part of the registration and operation of the club, we collect the following personal information:

- Full name, date of birth, and gender.
- Contact information, including email, address, phone number, and postal code.
- Emergency contact name and phone number.
- Membership type and payment status.
- Parent/Guardian name for members under 18.
- Administrative notes relevant to a member's participation.
- Game history and rankings (via the eBadders system).

3. Purpose of Collection

We collect your personal information for the sole purpose of operating the Timmins Badminton Club. This includes:

- **To communicate with you:** Sending official club announcements, updates, and renewal notices.

- **To manage your membership:** Verifying eligibility for membership categories, processing fees, and managing court access, game history, and player rankings via the eBadders.com system.
- **For your safety:** Using emergency contact information in the event of a medical incident.
- **For club administration:** Generating aggregate, anonymized statistics for grant applications or reporting.
- **To comply with legal and insurance requirements.**

We will only collect information that is necessary for these stated purposes.

4. Consent

By completing the membership registration form, you are providing your consent for the Timmins Badminton Club to collect, use, and store your personal information as outlined in this policy.

You may withdraw your consent at any time by contacting the Club's Privacy Officer; however, this may impact our ability to provide you with services and may require the termination of your membership.

5. Data Storage, Security & Retention

- **Security:** We are committed to protecting your information. All digital data is stored in a secure, password-protected database. Access to this data is restricted to members of the Executive Committee who require it to perform their duties.
- **Retention:** We will retain your personal information for as long as you are a member of the club and for a reasonable period afterward to meet legal and insurance obligations (typically seven years after membership ceases).

6. Data Sharing & Disclosure

6.1. General Policy

The Timmins Badminton Club **will not** sell, rent, or disclose your personal information to any third parties without your explicit consent, except where required by law or for the purpose of obtaining club insurance.

6.2. Internal Club Communication

The membership list will not be shared publicly. Any communication to the general membership on behalf of another member will be facilitated by the Executive Committee to protect contact information.

6.3. Third-Party Services (e.g., eBadders.com)

To provide essential services like court management, the Club requires the use of certain third-party platforms.

- **Member Responsibility:** Members are responsible for creating their own accounts on these platforms. By doing so, they agree to be bound by the Terms of Service and Privacy Policy of that third-party provider.
- **Club Due Diligence:** The Executive Committee will make reasonable efforts to select reputable service providers with acceptable privacy standards. However, the Club is not responsible for the data privacy or security practices of third-party services.
- **Publicly Visible Data:** Members acknowledge that using these systems (like eBadders) will make certain information, such as their name and playing record, visible to other club members on that platform.
- **Recommendation:** We encourage members to review the privacy policies of these services themselves. For enhanced privacy, members are welcome to use a variation of their name (e.g., "Tom J." instead of "Tom Jones") when creating their accounts on these platforms, as long as they are clearly identifiable to other members at the club.

7. Access & Correction

You have the right to access the personal information we hold about you and to request a correction if you believe it is inaccurate. To view or update your information, please contact the Club's Privacy Officer.

8. Privacy Officer

The **Club Secretary** is the designated Privacy Officer for the Timmins Badminton Club. They are responsible for ensuring compliance with this policy. Any questions, concerns, or complaints regarding our privacy practices should be directed to the Secretary.

This policy shall be reviewed annually by the Executive Committee to ensure it remains current and compliant with applicable privacy laws.