



MID-ISLAND GYM SPORTS INCORPORATED

PRIVACY POLICY

1. Commitment to Te Tiriti o Waitangi

Mid-Island Gym Sports Incorporated (MIGS) recognises Te Tiriti o Waitangi as Aotearoa New Zealand's founding document. MIGS is committed to upholding the mana of Te Tiriti o Waitangi and the principles of Partnership, Protection and Participation.

2. Values

2.1 MIGS knows you care about how your information is used and shared. It is committed to ensuring your privacy is protected and your information is only used appropriately.

3. Purpose

3.1 This Policy aims to help people involved in MIGS understand how their personal information may be used and stored by MIGS.

4. Application

4.1 This policy applies to all people providing personal information to MIGS. Personal information may be used and stored by MIGS.

5. Collection, use and storage of personal information

5.1 Collecting personal information

When you become a member of, or participate in MIGS activities, MIGS will need to collect some personal information from you (or family/whānau of children). It may also collect other information needed to perform its functions, or where required by law.

5.2 Personal information may include your contact details and any other personal information that you provide. For participants, this may also include performance results and health/medical information.

5.3 MIGS may collect this information directly from you with your permission, or from the regional organisation and/or national organisation to which MIGS belongs, other organisations which are affiliated to it, for example Gymnastics New Zealand.

5.4 Using personal information. MIGS will never sell your personal information.

5.5 Employees of MIGS may have access to your personal information to do their work. The access to your personal information is limited to what is necessary.

5.6 Agents and subcontractors of MIGS may have access to personal information needed to do their work but may not use it for any other purposes.

5.7 MIGS may be required to share your personal information with the community, regional and/or national organisations it belongs to, other organisations which are affiliated to it that you belong to or have applied for membership, for example Sport New Zealand.



- 5.8 Your personal information may be used:
- (a) for MIGS activities and operations
 - (b) to consider an employment or volunteer application
 - (c) to amend records to remove or update personal information
 - (d) for other everyday business purposes that involve use of personal information
 - (e) to comply with the law; or protect our rights, property, or safety, or that of our members, or others.

6. Storing and disclosing personal information

- 6.1 MIGS will maintain all reasonable protections against the loss, misuse or inappropriate disclosure of your personal information, and maintain processes to prevent unauthorised use or access to that information.
- 6.2 MIGS will keep electronic personal information secure by making sure its data storage is protected from external sources, maintaining regular back up and applying good security practices.
- 6.3 MIGS may use cloud computing. Where used, MIGS will ensure that cloud computing solutions meet good practice security requirements.

7. Requests for personal information

- 7.1 You have rights to access and correct your personal information (or your children's) in accordance with the Privacy Act 2020. If you want to access or correct your personal information (or your children's) please contact the Centre Manager or update your settings by logging into your MIGS account from our website www.migs.co.nz/login.
- 7.2 MIGS will not disclose information about children to family/whanau unless there is a clear legal right to access that information.
- 7.3 Any questions about MIGS compliance with the Privacy Act should be referred to the Centre Manager.

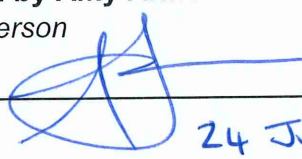
8. Breach

- 8.1 Breaches of this policy include breaches of any of the Privacy Principles under the Privacy Act 2020.

9. Reporting a Breach

- 9.1 Individuals who wish to report an alleged breach of this policy should follow the complaints procedure outlined in the MIGS Complaints Policy and Procedure.

Approved by
Mid-Island Gym Sports Incorporated - Committee
Signed by Amy Armer
Chairperson

Date:  24 July 2024

Review date: July 2025