



# Petersham Rugby Union Football Club

## Privacy Policy

Petersham Rugby Union Football Club (PRUFC) is committed to protecting your privacy and managing personal information responsibly.

We comply with the Australian Privacy Principles (APPs) under the Privacy Act 1988 (Cth), which regulate how personal information is collected, used, stored and disclosed. More information is available from the Office of the Australian Information Commissioner.

### **What is Personal Information?**

Personal information is any information that identifies an individual. This may include:

- Name
- Address
- Email address
- Phone number
- Date of birth

### **How We Collect Information**

We may collect personal information through:

- Interviews and correspondence
- Phone calls and emails
- Our website: Petersham Rugby Union Football Club

We are not responsible for the privacy practices of authorised third-party websites linked from our site.

### **Why We Collect It**

We collect personal information primarily to operate the rugby club in line with New South Wales Rugby Union requirements, communicate with stakeholders, and provide marketing updates.

We may also use your information for related secondary purposes where you would reasonably expect this. You can unsubscribe from marketing communications at any time by contacting us in writing.

### **Collection of Personal Information**

Where appropriate and practical, we will explain why we are collecting your personal information and how it will be used at the time of collection.

### **Sensitive Information**

Under the Privacy Act 1988 (Cth), sensitive information includes details such as racial or ethnic origin, political opinions, religious beliefs, trade union membership, criminal history, and health information.

### **We will only use sensitive information:**

- For the primary purpose for which it was collected
- For a directly related secondary purpose
- With your consent
- Where required or authorised by law

### **Third Parties**

Where reasonable and practical, we collect personal information directly from you. In some cases, information may be provided by third parties. If this occurs, we will take reasonable steps to inform you.

### **Disclosure of Personal Information**

Your personal information may be disclosed:

- To third parties where you have consented
- Where required or authorised by law

### **Security of Personal Information**

We take reasonable steps to protect your personal information from misuse, loss, unauthorised access, modification, or disclosure.

When information is no longer required, we will take reasonable steps to destroy it or permanently de-identify it. However, most records are retained for a minimum of seven years.

### **Access to Your Personal Information**

You may request access to the personal information we hold about you, and ask for it to be updated or corrected, subject to any legal exceptions. Requests should be made in writing.

PRUFC will not charge a fee for access requests. To protect your privacy, we may require proof of identity before releasing any information.

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#### **Maintaining Information Quality**

We aim to keep your personal information accurate, complete and up to date. If any details are incorrect or outdated, please let us know as soon as possible so we can update our records.

### **Policy Updates**

This Privacy Policy may be updated from time to time. The latest version will **always be available on our website.**

### **Privacy Complaints and Enquiries**

If you have any questions or concerns about this Privacy Policy, please contact: [secretary@petershamrugby.com](mailto:secretary@petershamrugby.com)

**Revision Date: January 2027**

