

Privacy Policy

Purpose

The Hamilton Skating Club is committed to safeguarding the privacy of individuals and recognizes the importance of appropriately managing and protecting the personal information provided by our stakeholders, including skaters, parents/guardians, suppliers, staff, and volunteers.

Policy Guidelines

This policy outlines the principles governing the collection, use, storage, disclosure, retention, and access to personal information in compliance with applicable privacy legislation.

1.1 Collection

The Hamilton Skating Club collects personal information solely for legitimate operational purposes or to fulfill legal requirements. Reasonable efforts will be made to inform individuals of the purposes for which their information is being collected and how it may be used or disclosed.

1.2 Accuracy

The Club will take reasonable steps to ensure that all personal information collected is accurate, complete, and up to date. Individuals may review and request corrections to their personal information at any time. Upon receiving a written request, the Club will promptly update the information as appropriate.

1.3 Storage

Personal information will be securely stored, whether in physical or electronic format, to prevent unauthorized access, collection, use, disclosure, or disposal.

1.4 Retention

Personal information will be retained only for the duration required to meet operational or legal obligations. Retention timelines may vary based on applicable legislation, such as employment or financial record-keeping standards.

1.5 Disclosure

Personal information will not be disclosed to employees, volunteers, or third parties unless required for a legitimate business function or legal obligation, and only with the individual's knowledge and consent unless otherwise permitted or required by law.

1.6 Access

Individuals have the right to access their personal information held by the Hamilton Skating Club. Access will be provided upon written request and in accordance with established procedures.

2. Compliance and Review

The Club is committed to maintaining the confidentiality of personal information and complying with all applicable privacy laws. This policy will be reviewed regularly

to ensure continued relevance and alignment with current legal standards and best practices.