



Privacy Policy

Franklin United Football Club Incorporated

Purpose

Franklin United Football Club (FUFC) is committed to protecting the privacy of its members, participants, supporters, and volunteers. We collect and use personal information only where necessary to support the safe and effective running of the Club and to meet our obligations to New Zealand Football, Northern Region Football (NRF), and relevant legal standards.

This policy outlines how we collect, store, use and disclose personal information in line with the **Privacy Act 2020**.

1. Scope

This policy applies to:

- Players and their whānau
- Coaches, referees, managers, and volunteers
- Committee members, staff, and service providers
- Anyone providing personal information to FUFC

It covers all personal information collected by FUFC, including contact details, health or emergency information, performance data, volunteer or employment history, and photographs or media.

2. Our Privacy Commitments

FUFC will:

- Only collect personal information for a **lawful and necessary purpose**
 - Be transparent about what information is collected and why
 - Use personal information only for **Club operations or related football purposes**
 - Keep information secure and limit access to authorised individuals
 - Allow people to access and request correction of their personal information
 - Comply with the **Privacy Act 2020** and other relevant regulations
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3. Collection of Personal Information

We may collect personal information when you:

- Register as a player, coach, referee, volunteer, or committee member
- Participate in club activities, programs, or events
- Provide information during a disciplinary or incident investigation
- Apply for a role or submit a support request
- Interact with us via our website, social media, or email

Where practical, we will collect this information directly from you or your whānau. In some cases, we may receive information from New Zealand Football, NRF, or another affiliated organisation.

4. Use of Personal Information

We will use your personal information for purposes including:

- Club administration, team management, and event planning
- Emergency contact and medical safety procedures
- Reporting to NRF, NZF, and funding bodies such as Sport NZ
- Recruitment and vetting of volunteers and staff
- Communication about club news, events, and opportunities
- Compliance with legal, insurance, or safeguarding requirements

We do **not** sell personal information. Any sharing of information with third parties will be limited to what is required and in line with this policy.

5. Storage and Security

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

- Password protection and limited access on digital platforms
 - Secure cloud storage that complies with New Zealand privacy standards
 - Reviewing third-party providers (e.g. membership databases, email systems) for data security
 - Destroying or anonymising data when no longer needed
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6. Photography and Media

FUFC may take photos or videos at club events and games for promotional and community purposes. We will:

- Include a statement on registration forms to inform members
- Take care when publishing media that includes children or identifying details

- Respect requests to remove or not use specific images where reasonably possible

If you do not wish for you or your child to appear in Club photos or promotions, please let us know in writing.

7. Access and Correction

You have the right to access the personal information FUFC holds about you or your child, and to request correction of any errors.

To do so, please contact the **Club President** or **Operations Manager**. We may require you to verify your identity before processing your request.

We will respond to requests within **20 working days**, in line with the Privacy Act 2020.

8. Breach of Privacy

If you believe there has been a breach of this policy or your privacy rights, you can:

1. Raise the issue with the **Club President or Operations Manager**
2. Follow the Club's **Complaints Policy & Process** for formal resolution
3. Contact the **Office of the Privacy Commissioner** for independent advice (www.privacy.org.nz)

All reported concerns will be treated seriously, confidentially, and in accordance with our values of fairness, safety, and respect.

9. Policy Review

This policy will be reviewed at least every **two years**, or sooner if necessary.

Updated September 2025