

Game Plan AKL Privacy Policy

Version No.	Date of Approval	Change Body	Description
1.0	July 2023	Chief Executive	New Privacy Policy

Intent and Scope

Aktive is committed to protecting the personal information that it collects in relation to the planning and delivery of Game Plan AKL. Any personal information provided in connection with Game Plan AKL will be collected, stored, used and released in line with the Privacy Act 2020 and the guidance set out in this policy.

The policy should be read in combination with any and all other documentation relating to participation in Game Plan AKL.

Collection

Aktive will only collect personal information that is within the law and necessary for Aktive to plan and deliver Game Plan AKL. The type of information that we may need to collect in relation to Game Plan AKL includes:

- Name and contact details of individual applicant and their parents/caregivers
- Date of birth of the applicant
- Gender and ethnicity
- School or Kura related details
- Details relating to the financial position of an applicant and their family/whānau
- Information relating to the sport and recreation activities and other interests and involvement in the community of the applicant.

Aktive may collect personal information from an individual applicant, the person or people nominating the applicant, including the individual's parent/caregiver or whānau. If you provide Aktive with personal information about another individual, you are responsible for making sure that you have permission from that individual and/or their whānau/caregiver to provide the information.

If certain personal information is not provided to us on request, the applicant may be ineligible to participate in and/or receive funding through Game Plan AKL.

Use and Disclosure

Aktive collects, uses and shares personal information to carry out its role, work and responsibilities in relation to the planning and delivery of Game Plan AKL, including but not only:

- Deciding eligibility for participation in Game Plan AKL
- Assessing applications for funding
- Overseeing and managing Game Plan AKL funding and other benefits
- Leading, developing and running Game Plan AKL events, promotions and competitions
- Engaging with our donors
- Carrying out research, insights and analysis in relation to our work in Game Plan AKL
- Meeting our legal requirements and commitments.

In relation to the points above, we may share personal information with:

- An applicant's school and/or local club or community sport and recreation organisation
- Any organisation that we have used to provide a service to us in relation to our Game Plan AKL work
- Any other person or organisation that we have agreed or have permission to share personal information with in line with the Privacy Act 2020 or any other relevant law.

Some specific information relating to how funds are used and spent may be published and/or shared with donors. This information would not identify any individual and would be shared in ways that would protect the privacy of individuals.

Storage and Retention

Aktive will use appropriate systems and processes to securely store personal information and protect information from being misused, lost or accessed by those who do not have permission.

Personal information will not be kept for longer than is necessary to implement Game Plan AKL or what is allowed by law.

Access and Correction

Aktive promises to allow individuals access to their personal information unless there is a legal reason not to. Aktive will respond to requests for access to personal information within appropriate timeframes as legally determined.

Aktive respects individuals' rights to ask to have incorrect personal information corrected. Where specific information is unable to be corrected, Aktive will ask the individual or their whānau to provide a letter providing the correct personal information and will ensure it is read together with the original document moving forward.

Contact us

If you have a question or concern about any collection, use or sharing of personal information by Aktive in connection with the planning and delivery of Game Plan AKL please contact Aktive at gameplanakl@aktive.org.nz, or call 027 405 6997, 17 Antares Place, Rosedale, Auckland 0632.

