



## Privacy Statement

Contemporary Gymnastics Academy (CGA) is an organization that is bound by law to comply with the **National Privacy Principles** contained in the federal The Privacy Act 1988 (“the Act”). CGA undertakes, as a policy, not to interfere with an individual’s Privacy rights in the way we collect, use or disclose the personal information of any persons who provide CGA with such information in the course of carrying out our functions as a Gymnastics Club and in accordance with the National Privacy Principles, as contained in the Act.

CGA at all time handles the personal information we collect, use or disclose in a responsible way, that ensures individuals a degree of control over their own personal information.

A Privacy Statement summarising the way CGA collects, holds, uses and discloses personal information is available from the club director.

### Confidentiality

While it is important to maintain respect for the privacy of a child or young person and their family, CGA staff and volunteers must be clear that all issues of concern – from a problem raised, to a supervisor/manager.

It is the responsibility of the staff member and organization in partnership to maintain confidentiality on issues the child (e.g. learning disability) or family (marriage breakdown) is experiencing.

Equally it is everyone’s responsibility to take action on matters of significant concern (e.g. a child abuse issue) in a professional and prompt manner according to our organizational guidelines