



## Swim BC – Use of Personal Information

This letter is to outline the purpose for the collection of personal information by Swim BC and Swim BC Member clubs. Personal information collected by the Club at the time of registration is used for purposes related to swimming activities governed by the Club and Swim BC. This collection of personal information is in line with the Personal Information Protection Act (PIPA). Swimming activities can vary depending on whether the individual is a Swimmer, Coach or Official. Activities involving all Swim BC members may include:

- a) Registration within the Registration, Tracking and Results System;
- b) Insurance coverage;
- c) National, provincial and regional event registration;
- d) Training and competition participation;
- e) Competition result publications;
- f) Reporting non-identifying, demographic and participation statistics to funding agencies, sponsors and other authorized third parties;
- g) Making direct contact when necessary for the operations of the Club and Swim BC.

### Swimmer

The personal information collected includes name, gender, date of birth, contact information and club affiliation. Activities associated with swimming where personal information may be used:

- Ensuring that swimmers train and compete in an age appropriate environment;
- Establishing athlete eligibility for selection to Performance Development Programming;
- Reporting and publishing athletes' name, gender, age, and club in competition results, news releases and/or ranking reports.

### Coach

The personal information collected includes name, gender, date of birth, contact information, club affiliations, NCCP number and certification level. Activities associated with coaching where personal information may be used:

- Compiling statistical reports;
- Reporting and publishing name, certification level, gender and club affiliations for new releases, web pages and/or reports;
- Submission of information to the Canadian Swimming Coaches Association (CSCA) and Coaching Association of Canada (CAC);
- Required screening procedures associated with registration.

### Officials

The personal information collected includes name, gender, date of birth, contact information, club affiliations, certification level and progression. Activities associated with officiating that require the collection of personal information include:

- Reporting and publishing name, certification level, gender, club affiliation for new releases, web pages and/or reports;
- Compiling statistical reports;

If you have any questions or concerns, please reach out to Sam Thoms ([sam.thoms@swimbc.ca](mailto:sam.thoms@swimbc.ca))