

FLC Seniors Privacy Policy

Family Leisure Centre Seniors Club ("FLC Seniors") is committed to protecting the privacy, accuracy and security of personal information entrusted to us by our members. This policy outlines the principles and practices we follow in protecting your personal information.

This policy applies to FLC Seniors and to any person or entity providing services on our behalf.

"Personal Information" means information about an identifiable individual, except business title and business contact information. This includes an individual's name, home address, telephone number, birth year, gender, marital or family status, an identifying number, etc.

FLC Seniors collects, uses and discloses personal information for reasonable social purposes with the express or implied consent of the affected individuals. FLC Seniors is accountable for personal information under its control. FLC Seniors identifies the purpose for collecting personal information before or when collected and will only collect, use or disclose personal information for that consented or permitted purpose.

We make every reasonable effort to ensure that personal information is accurate and complete. We rely on members to notify us if there is a change to their personal information that may affect their relationship with FLC Seniors. If you are aware of an error in our information about you, please let us know and we will correct it on request. It is the member's responsibility to make a written request for correction to FLC Seniors.

A member may withdraw consent to the use and disclosure of personal information at any time. The member must make the request in writing to FLC Seniors and we will remove the specified information from our database. We will respect your decision, but without certain information we may not be able to keep you informed regarding FLC Seniors or its activities and you may not be able to register for FLC Seniors activities.

We protect personal information in a manner appropriate to the sensitivity of the information. We make every reasonable effort to prevent any loss, misuse, disclosure or modification of personal information, as well as any unauthorized access to personal information. We use appropriate security measures when destroying personal information.

To the extent we enter into arrangements with service providers or contractors to store, handle or process personal information on our behalf, such as for database, website and online membership fee payment processing (member credit card information is not retained), our policy is to require that such parties by contractual or other means provide comparable privacy protection for our information while it is in their possession.

FLC Seniors will inform individuals about its policies and practices that apply to their personal information. Upon a request in writing, individuals will be granted access to their personal information and FLC Seniors collection, use and disclosure practices. These individuals may verify the accuracy and completeness of their personal information and request appropriate amendments in writing.

FLC Seniors will designate a Privacy Officer responsible for administration of this policy. Questions or inquiries with respect to privacy will be directed to the Privacy Officer (email to it@flcseniors.ca)

We reserve the right to change our Privacy Policy at any time by posting a new Privacy Policy on our website.