



WILLIAMS LANDING FOOTBALL CLUB

PRIVACY POLICY

Updated: January 2026

1. About Williams Landing Football Club

Williams Landing Football Club Inc. (ABN 47 133 682 209) is located at 44 Williams Landing Boulevard, Williams Landing and is affiliated with Football Victoria. This Privacy Policy explains how we collect, use, store, and protect your personal information in accordance with the Privacy Act 1988 (Cth) and other applicable laws.

2. About This Policy

2.1 Policy Application

This policy applies to all personal information collected by WLFC through:

- Club registrations and memberships
- Our website and social media
- Events and activities
- Communications and newsletters
- Coaching and training programs

2.2 Policy Updates

We may update this policy to reflect changes in privacy legislation, technology developments, club operations, and best practice standards. Current version dates and changes will be posted at www.williamslandingfc.com

3. Summary of Key Points

What We Collect

Personal information including names, contact details, emergency contacts, medical information (where relevant), and participation history.



How We Use It

To provide football services, ensure player safety, comply with Football Victoria requirements, communicate with members, and promote club activities.

Who We Share With

Football Victoria, emergency services (if required), insurers, and other football organisations as necessary for club operations.

Your Rights

You can access, correct, or request deletion of your personal information. You can opt out of marketing communications at any time.

Security

We use secure, password-protected systems and follow Football Victoria guidelines for data protection.

4. Information We Collect

4.1 Basic Information

- Identity details: name, date of birth, gender, address
- Contact information: phone numbers, email addresses
- Club participation: registration details, team assignments, playing history
- Emergency contacts: names and contact details of nominated persons

4.2 Sensitive Information

With your consent, we may collect:

- Medical information: allergies, medical conditions, medications, injury history
- Dietary requirements: for catering at club events
- Cultural and religious information: to accommodate specific needs

4.3 Financial Information

- Payment details: for registration fees, merchandise, event tickets
- Banking information: for refunds or payments (stored securely by third-party providers)

4.4 Digital Information

- Website usage: IP addresses, browser types, pages visited



- Social media interactions: comments, likes, shares on club platforms
- Communications: emails, text messages, app notifications

4.5 Images and Video

- Photographs: training, matches, social events
 - Video recordings: skills analysis, match footage, promotional content
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5. How We Collect Information

5.1 Direct Collection

- Registration forms: online and paper-based
- Membership applications
- Event registrations
- Direct communication: phone calls, emails, in-person conversations

5.2 Third-Party Collection

- Football Victoria: registration systems, disciplinary matters
- Other clubs: transfer information, match reports
- Officials and referees: match reports, incident reports
- Parents and guardians: for players under 18

5.3 Automatic Collection

- Website cookies: to improve user experience and track usage
 - Social media platforms: when you interact with our content
 - Email systems: open rates, click-through rates
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6. How We Use Your Information

6.1 Primary Purposes

- Club administration: managing registrations, teams, communications
- Player safety: emergency contacts, medical needs, child protection
- Competition participation: team sheets, player eligibility, transfers
- Insurance requirements: claims processing, risk management



6.2 Secondary Purposes

- Club promotion: newsletters, social media, website content
- Event organisation: social functions, presentation nights, fundraisers
- Development programs: coaching courses, referee training
- Grant applications: funding requests to government and other bodies

6.3 Legal Requirements

- Child safety obligations: mandatory reporting, Working with Children Checks
- Insurance claims: incident reporting, claims processing
- Disciplinary matters: investigation of complaints or breaches
- Government reporting: grants acquittal, safety compliance

7. Information Sharing and Disclosure

7.1 Football Victoria and Affiliates

- Football Victoria: for registration, competition, and disciplinary purposes
- Other clubs: for transfers, match arrangements, competition administration
- Match officials: team sheets, player eligibility information

7.2 Service Providers

- Registration platforms: PlayFootball, Dribl, or similar systems
- Payment processors: for secure transaction processing
- Insurance providers: for claims and policy administration
- Website and app providers: for technical support and maintenance

7.3 Emergency Situations

- Emergency services: police, ambulance, hospital staff
- Parents and guardians: for players under 18 in emergency situations
- Emergency contacts: as nominated by members

7.4 Legal Requirements

- Court orders: when legally compelled to disclose information



- Child protection authorities: where mandatory reporting obligations arise
 - Law enforcement: when required by law or to protect safety
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8. Overseas Disclosure

Some information may be stored on servers located outside Australia through Football Victoria's systems. When you interact with our social media accounts, your information may be processed by overseas platforms including Facebook/Meta, Instagram, TikTok, and YouTube/Google (all United States or Singapore based).

By providing information to WLFC, you consent to overseas disclosure as described above. While we take reasonable steps to ensure overseas recipients handle information appropriately, Australian privacy laws may not apply to their processing.

9. Data Security and Retention

9.1 Security Measures

- Password protection: all electronic systems require secure passwords
- Limited access: only authorised committee members and officials can access personal information
- Secure storage: physical documents stored in locked cabinets
- Regular backups: electronic data backed up securely

9.2 Data Breach Response

If a data breach occurs, we will:

1. Assess the breach and take immediate containment steps
2. Notify affected individuals if required under privacy law
3. Report to authorities if the breach meets notification thresholds
4. Implement additional security measures to prevent recurrence

9.3 Retention Periods

- Active members: information retained while actively participating
- Former members: basic information retained for 7 years for insurance and legal purposes
- Financial records: retained for 5 years as required by law



- Child safety records: retained as required by Victorian child safety standards
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10. Cookies and Website Tracking

Cookies are small data files that websites store on your device to remember preferences and improve functionality. We use essential, analytics, and preference cookies. Our website may also include third-party cookies from Google Analytics, social media platforms, and payment providers.

You can control cookies through your browser settings, but some website functionality may be affected if you disable them.

11. Your Privacy Rights

11.1 Access and Correction

You can request copies of personal information we hold about you, ask us to update incorrect or incomplete information, and ask for deletion of information that is no longer needed.

11.2 Marketing Opt-Out

You can opt out of marketing communications by using unsubscribe links in emails, contacting the club directly, or updating preferences on our website.

11.3 Complaints Process

5. Contact our Privacy Officer (details below)
 6. We'll investigate and respond within 30 days
 7. If unsatisfied, you can contact the Office of the Australian Information Commissioner
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12. Children's Privacy

12.1 Under 18 Players

- Parental consent required for registration and participation



- Parents can access and correct their child's information
- Additional protections apply for sensitive information
- Child Safety Standards compliance maintained

12.2 Communication with Minors

- Direct communication with players under 16 requires parental knowledge
 - Social media contact follows Football Victoria guidelines
 - Emergency communications may be made directly to ensure safety
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13. Contact Information

13.1 Privacy Officer

Williams Landing FC Privacy Officer

Email: secretary@williamslandingfc.com

Address: 44 Williams Landing Boulevard, Williams Landing VIC 3027

13.2 General Enquiries

Club Committee: secretary@williamslandingfc.com

Website: www.williamslandingfc.com

13.3 External Contacts

Office of the Australian Information Commissioner: www.oaic.gov.au · 1300 363 992

Football Victoria Privacy Officer: privacy@footballvictoria.com.au

14. Policy Review

This Privacy Policy is reviewed annually or when privacy legislation changes, club operations significantly change, data breaches or incidents occur, or technology systems are updated.

This policy should be read alongside our Child Safety Policy, Photography and Video Policy, and Social Media Policy. All policies are available at www.williamslandingfc.com



Document Control

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