

## Privacy Policy

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## 1. Preamble

Baseball Nova Scotia (“BNS,” “we,” “our,” or “us”) is committed to protecting the privacy and personal information of our athletes, parents/guardians, coaches, officials, volunteers, clubs, and partners.

This Privacy Policy explains how we collect, use, disclose, and safeguard personal information in accordance with **Nova Scotia’s privacy requirements** and best practices for performance of sport governance responsibilities.

By participating in BNS programs, visiting our website, or interacting with us, you consent to the practices described in this Privacy Policy.

## 2. Scope of this Policy

2.1 This Privacy Policy applies to:

- Registered athletes (minors and adults)
- Parents and legal guardians of minors
- Coaches, officials, and volunteers
- Member associations, leagues, and clubs
- Participants in Baseball Nova Scotia events and programs

- Visitors to BNS websites and online platforms

### **3. Information Collected**

#### **3.1 Personal Information you may be asked to provide (dependent on role)**

- Preferred name, pronoun, address, phone number, and email
- Date of birth and age category
- Gender (when relevant for divisions or eligibility)
- Parent or guardian contact details
- Emergency contact information
- Medical details necessary for safety (e.g., allergies, conditions)
- Registration and membership details
- Criminal record/vulnerable sector checks (for coaches and volunteers)
- Coaching, umpiring, or certification information
- Payment and billing information
- Player statistics, competition results, and disciplinary records
- Images, video, or audio captured at BNS-sanctioned events

#### **3.1 Automatically Collected Information (Digital Platforms)**

Our website and registration systems may collect:

- IP address, browser type, device information
- Usage analytics (pages visited, navigation patterns)
- Cookies and similar tracking technologies
- Login history for secure member systems

### **4 How Information is Used**

#### **4.1 Baseball Nova Scotia uses personal information to:**

- Register players, coaches, officials, and volunteers
- Manage leagues, teams, schedules, and competitions
- Verify eligibility, age divisions, and regulatory compliance
- Communicate important updates, schedules, and announcements
- Maintain accurate records for governance, insurance, and safety
- Provide training, certification, and development programs
- Process payments and manage financial accounts
- Ensure participant safety and emergency response preparedness
- Promote the sport through media, newsletters, and social channels
- Conduct research, planning, and program evaluations
- Comply with legal, insurance, and policy obligations

4.2 BNS collects only the information necessary to fulfill our responsibilities as the provincial governing body for baseball.

## **5 Basis for Information Collected**

Baseball Nova Scotia collects, uses, and discloses personal information based on:

- Consent (including parental/guardian consent for minors)
- Performance of sport governance responsibilities
- Legal or regulatory requirements
- Legitimate organizational interests such as safety, program improvement, and member communication

## **6 Sharing of Information**

6.1 BNS may share personal information with:

- Member clubs, associations, and leagues
- Baseball Canada and other governing bodies as required for registration, certification, or competition
- Coaches, team managers, and officials responsible for program delivery
- Insurance providers and brokers
- Medical professionals in case of injury or emergency
- Service providers (e.g., registration systems, IT vendors, background check agencies)
- Law enforcement or authorities when legally required

6.2 BNS **does not sell** personal information.

6.3 All third-party service providers must maintain appropriate privacy and security protections.

## **7 Youth Privacy and Parental Involvement**

7.1 BNS requires **parental or guardian consent** for the collection of personal information for minors.

7.2 Parents/guardians may access, update, or request correction of their child's personal information.

7.3 Personal information of minors will not be published or shared beyond what is necessary for competition results, safety, or regulatory requirements.

## **8 Protection of Personal Information**

8.1 BNS uses appropriate physical, administrative, and technical safeguards to protect personal information from:

- Loss or theft
- Unauthorized access
- Misuse or disclosure

8.2 Access is restricted to individuals who require the information for legitimate Baseball Nova Scotia responsibilities.

## **9 Data Retention**

9.1 Baseball Nova Scotia retains personal information only for as long as necessary to:

- Provide programs and services
- Maintain accurate historical and governance records
- Meet legal, regulatory, and insurance obligations
- Resolve disputes or disciplinary matters

9.2 Information that is no longer required is securely destroyed or anonymized

## **10 Individual and Member Rights**

10.1 Individuals may:

- Request access to their personal information
- Request corrections or updates
- Withdraw consent (subject to organizational, safety, or legal constraints)
- Request deletion of information when appropriate
- Ask questions or raise concerns about privacy practices

10.2 Requests can be submitted using the contact information found on the Baseball Nova Scotia website.

## **11 Cookies and Website Tracking**

11.1 Our website may use cookies to:

- Improve functionality and user experience
- Support secure login authentication
- Monitor website traffic and analytics

11.2 You may adjust your browser settings to manage or disable cookies.

## **12 External Links**

12.1 Baseball Nova Scotia's website may contain links to external sites. We are not responsible for the privacy practices or content of those third-party websites.

### **13 Changes to this Policy**

BNS may update this Privacy Policy periodically to reflect changes in regulations, practices, or technology.

The most current version will always be posted on the BNS website with the effective date. Continued participation or use of BNS services indicates acceptance of the updated policy.