

CAMP BIMINI
Privacy Policy

Camp Bimini is committed to protecting the privacy of the personal information of campers, parents and staff.

The use, retention and disclosure of personal information collected is done in compliance with privacy legislation including, but not limited to, the Personal Information Protection and Electronic Documents Act (2000, c.5).

Camp Bimini will not sell personal information to any other organization or disclose any personal information except to government or police agencies as required by federal or provincial legislation, or to health care agencies in case of a medical emergency. The normal business use of this personal information includes the following:

- ♦ The use of the information before and during camp for contacting campers or parent or an emergency contact, organizing cabin assignments and protecting the health and safety of all campers.
- ♦ The use of contact information for up to three years following camp to communicate with past campers and their parents for the purposes of sending registration forms for next year's camp and advertise upcoming events.
- ♦ The use of last known contact information longer term for the purposes of contacting people associated with Camp Bimini to notify about special events (such as staff or camper reunions, or major fundraising campaigns).

The Board of Directors will appoint a Privacy Officer who is responsible for ensuring that personal information is maintained securely and used in accordance with the board policies. Any questionable use of personal information, or to correct or amend any personal information if its accuracy and if the completeness is challenged and found to be deficient, should be forwarded to the Privacy Officer at Camp Bimini.

Camp Bimini Privacy Officer: Coordinator

Originated: June 2004	Page 1 of 1
Reviewed: January 28, 2008	