



## PRIVACY STATEMENT

**District 9620 recognises and observes the privacy of all Stakeholders and implements privacy and confidentiality procedures to fulfill this policy.**

### **Protecting Your Privacy**

The D9620 Youth Exchange Committee is bound by the District Privacy Policy (3.01) and National Privacy Principles contained in the Commonwealth Privacy Act.

### **Purpose**

Rotary Youth Exchange organizes student exchanges between Rotary Clubs in other countries and in District 9620.

Students selected for a 12 month exchange will be hosted in a number of families as a member of that family. He/she will be hosted by a Rotary Club who will organize these families and supervise the exchange.

### **Your Personal Information (including photo's)**

Personal information is required in the application form and will include family details: names, current and future addresses, e-mail addresses, occupations, phone numbers, dates of birth, school reports, medical reports, dental reports and a personal statement by the student and parent(s).

If parents and/or students choose not to provide personal information, we may not be able to accept you in the Rotary Youth Exchange Program.

### **How we collect personal information**

Both parents and students will be interviewed in relation to the application and the student's suitability and the offer of an exchange in a certain country. There will also be two Orientation Camps where the student will be under observation by various people associated with the Rotary Youth Exchange Program.

Further personal information about the student may be gained while he/she is on exchange.

### **How we use your personal information (including photo's)**

Your personal information may be used by the sponsoring Rotary Club, the sponsoring Rotary District, the hosting Rotary District, the hosting Rotary Club and the Host Parents in order to:

- organize and administer the Rotary Youth Exchange Program;
- to perform the role of Counselor and Host Parents;
- to care for the health and well-being of the student;
- To seek support for and market the program (with your express permission);
- To satisfy legal obligations and allow the Youth Exchange Committee to discharge its duty of care;
- To enable students to contact each other

### **When we disclose your personal information**

For the purposes set out above we may disclose your personal information to organizations outside of Rotary. The organizations to which we disclose information include:

- Travel agent
- airlines:
- insurance companies:
- education departments and schools:
- hospitals and medical personnel if required:
- the embassy of your host country



- government and regulatory authorities and other organizations, as required by law:
- and any others necessary to achieve our purpose.

It is understood that by providing the information you are agreeing to its use in the above manner.

	Father	Mother	Student
Full Name			
Signature			