

APPENDIX F

Woodbury Area Hockey Club Privacy Policy

Our Commitment to Privacy

Your family's privacy is important to WAHC. To better protect your family's privacy, WAHC provides this notice to explain its online information practices and the choices your family can make about the way WAHC collects and uses your information.

The Information We Collect

This notice applies to all information collected or submitted on the WAHC website. On some WAHC pages, you may have the opportunity to submit personal information, including:

- Name
- Address
- E-mail address
- Phone Number

The Way WAHC Uses Information

WAHC uses the information you provide only in the context of your family's involvement with WAHC. WAHC uses the information only to the extent necessary to complete your order, respond to your requests and communicate player development/fundraising opportunities. WAHC does not share your family's information with outside parties except for the high school hockey programs (girls and boys) at both Woodbury High School and East Ridge High School.

Part of the charge of WAHC is to support the hockey programs (girls and boys) in our hockey boundary including East Ridge High School and Woodbury High School. Accordingly, the WAHC will share this information with the high school programs if requested unless a WAHC family affirmatively requests in writing that this information not be shared with the high school programs.

Our website is WAHC's primary communication medium with its members. Team managers, coaches and authorized personnel are the only individuals with access to upload information and pictures about participants, teams, activities, games and tournament results. Any content WAHC's board deems to be offensive, demeaning or derogatory will be removed and the offending party's access will be suspended. Please notify WAHC Administration @ administration@woodburyhockey.com if you believe any information falls into that category.

E-mail Use

WAHC uses return e-mail addresses to answer e-mail WAHC or its board members receive and for future contact with you regarding WAHC programs. Except sharing with the high school hockey programs (girls and boys) at Woodbury High School and East Ridge High School, e-mail addresses are not shared with outside parties without your permission, unless WAHC is required to produce the information by state or federal law. If you would like your e-mail address removed from the WAHC list, please notify WAHC Administration at administration@woodburyhockey.com. Removal of your e-mail address will prevent your receipt of club information. If you wish to receive information other than e-mail, a written request must be submitted to Woodbury Area Hockey Club, P.O. Box 25222, Woodbury, MN 55125.

Cookies

A cookie is a piece of data stored on the user's computer and is tied to information about the user. (Usage of a cookie is in no way linked to any personal information while on WAHC's web site.) WAHC uses both session ID cookies and persistent cookies. For the session ID cookie, once you close your

browser, the cookie simply terminates. A persistent cookie is a small text file stored on your hard drive for an extended period of time. WAHC uses cookies to gather information about your visits and to help customize your experience while on its web site. If cookies are disabled on your browser, you will still be able to access WAHC's web site.

WAHC uses non-identifying and aggregate information to better design its website and to share with advertisers. For example, WAHC may tell an advertiser that X number of individuals visited a certain area on its web site, or that Y number of men and Z number of women filled out its registration form, but WAHC will not disclose any information that could be used to identify those individuals.

WAHC's Commitment to Data Security

To prevent unauthorized access, maintain data accuracy, and ensure the correct use of information, WAHC has put in place appropriate physical, electronic and managerial procedures to safeguard and secure the information it collects online.

WAHC's Commitment to Children's Privacy

Protecting the privacy of children is especially important. WAHC's database is secure, with the necessary safeguards in place to prevent unauthorized use. To assist in maintaining children's privacy, WAHC will publish photographs without identifying any child by name. WAHC may publish stories about teams' accomplishments but will only identify a child by first name and initial of last name.

As part of its normal administrative-operations, WAHC may publish your child's name on tryout lists and rosters that may be posted on the website; in these instances, a child's last name and the initial of his/her first name is used, or a child's first name and the initial of his/her last name is used; full names are not used.

Your family will be asked at a team meeting to authorize the use of your child's name in any roster (names are required on the official District 8 roster) or article. Your family may refuse to do so. By authorizing the use of your child's name, you agree to release any claims against WAHC, including, without limitation, any WAHC board member for any injury or damage arising out of or related to publishing your child's name on the WAHC web site.

Please note that during the course of a hockey season, the name or other information relating to your hockey player may be published in various tournament books or directories or in publications such as Let's Play Hockey and WAHC does not have any control over the dissemination of such personal information of your hockey player.

How You Can Access or Correct Your Information

You can access your information that WAHC collects online and maintains by submitting a request to WAHC Administration at administration@woodburyhockey.com. If you have concerns regarding the use of your information, please send an e-mail to any WAHC board member. WAHC uses these procedures to better safeguard your information.

You can correct factual errors in your personal information by sending a request to the WAHC Administration at administration@woodburyhockey.com that describes the error. To protect your privacy and security, WAHC will also take reasonable steps to verify your identity before granting access or making corrections.

How To Contact WAHC

Should you have other questions or concerns about these privacy policies, please email WAHC Administration: administration@woodburyhockey.com