



Care Leavers Australia Network Privacy Policy

Introduction

Care Leavers Australia Network is committed to protecting the privacy of personal information which we collect, hold and administer. Personal information is information which directly or indirectly identifies a person.

Purpose

The purpose of this document is to provide a framework for CLAN in dealing with privacy considerations.

Policy

CLAN is committed to protecting the privacy of personal information it collects, holds and administers.

CLAN recognises the essential right of individuals to have their information administered in ways which they would reasonably expect – protected on one hand, and made accessible to them on the other. These privacy values are reflected in and supported by our core values and philosophies.

In broad terms this means that we:

- Collect only information which CLAN requires for its primary function;
- Ensure that stakeholders are informed as to why we collect the information and how we administer the information gathered;
- Use and disclose personal information only for our primary functions or a directly related purpose, or for another purpose with the person's consent;
- Store personal information securely, protecting it from unauthorised access; and
- Provide stakeholders with access to their own information, and the right to seek its correction.

Register of members

The member register is confidential to the association and shall not be disclosed, provided or sold in any form to any person, company, government agency or other entity without the consent of the Management Committee of CLAN.

A member shall not make available to any person, organisation, company or other entity:

- (a) any information relating to the membership of another member; or
- (b) any information disclosed to the association by a member whether in correspondence, at association meetings or otherwise,
except:
 - (c) with the written consent of that member; or
 - (d) if required by law to disclose such information.