

Chapter 4.

4.1 World Abilitysport Data Privacy Policy

May 2024

Approval authority	World Abilitysport Governing Board
Responsible committee	World Abilitysport Legal and Ethics
Approval date	
Related document/s	

1 Introduction

World Abilitysport, its members, partners, officials, athletes affirm their commitment to the World Abilitysport Family and the Paralympic movement ethos.

Rooted in the history of the International Stoke Mandeville Games Federation (ISMGF) (later ISMWSF then World Abilitysport) and Cerebral Palsy International Sports and Recreation Association (CPISRA), as founders of the Paralympic Games, World Abilitysport upholds onto its values to provide fair and honourable competition opportunities to promote the sporting achievements of athletes. As an athlete centred organisation, World Abilitysport has athletes' interests and priorities at the heart of its objectives. This necessitates acceptance of the fundamental values of honesty, human rights, fairness, justice, non-discrimination and personal integrity.

Members of the World Abilitysport Family shall endorse the Vision, Mission and values of World Abilitysport and shall respect all World Abilitysport Codes, Policies and Rules.

2 How does World Abilitysport collect information?

World Abilitysport will obtain personal information in several ways. This might include:

- when registering as a member organisation representative
- when applying for athlete classification
- when entering an event, competition, conference or meeting
- when elected to or applying for, an official position within the organisation
- when making a donation, general enquiry or complaint
- when participating in a research programme or activity
- when involved in mandatory programmes such as anti-doping
- when visiting World Abilitysport social media pages

World Abilitysport may also receive personal information from third parties, where you have given your consent to do so and subject to the privacy policy of the third party.

3 What information does World Abilitysport collect?

The types of information World Abilitysport collects will be relevant and proportional to the purpose for which it is being collected and may include names, addresses, dates of birth, gender, email addresses, telephone numbers, sport history, medical information relating to

classification, credit/debit card or bank account information, work history/qualifications and experience, and information regarding any criminal record.

4 How does World Abilitysport use personal information?

World Abilitysport will use personal information:

to provide the information or service that has been requested
to uphold the principles of athlete classification
to ensure compliance with doping control and uphold the principles of fair sport
to ensure the successful and safe delivery of events and competition
for administration and membership management purposes
to further World Abilitysport's charitable aims and to comply with the law.
as part of research programmes

World Abilitysport will not share personal information with other third-party organisations including corporate and media partners that we may work with, unless we have a person's specific consent.

However, in certain circumstances, and where it is an essential part of providing the service requested (for example event entry or managing athlete classification) World Abilitysport may share personal information with specific partner organisations, member organisations and legal authorities

World Abilitysport will never sell personal details or the information we hold.

World Abilitysport will publish certain athlete information (name, nationality, year of birth, gender, sport and registration status) in the World Abilitysport Wheelchair Fencing Classification Master List and World Abilitysport results systems which is an essential service.

5 Data Controller

The World Abilitysport Chief Executive Officer will be the person with responsibility for data protection and management within the organisation.

6 Data storage and external processors

World Abilitysport uses third party organisations to store and manage data, for example cloud-based services. We will only use reputable suppliers and ensure that all such services are compliant with the GDPR and that appropriate security measures are implemented.

Where personal information is used by Local Organising Committee, we will require that organisation to develop suitable data protection policies, and to destroy all information held (unless needed for any insurance or legal purposes) within 12 months of the conclusion of that event except where consent to retain data has been given.

Where storage of paper documentation is necessary, this is provided by secure lockable cabinets. Data is filed in clear and identifiable systems and there is clearly defined access rights and accessibility. Storage is further secured in lockable rooms and has third party security controls including video cameras and security staff on site.

7 The World Abilitysport website, use of 'Cookies' and Analytics?

'Cookies' are small pieces of information sent to a computer and stored on a hard drive when visiting the World Abilitysport website.

Analytics information allows World Abilitysport to track visitors to the World Abilitysport website and social media channels.

Both cookies and analytics information collected by World Abilitysport is non-identifiable, i.e. we cannot identify an individual person, however in line with good practice we will only collect cookies where a visitor has given us permission to do so when entering the site.

A visitor can change their cookie preferences at any time by amending the settings in their web browser.

World Abilitysport will retain analytics information for up to 3 years from the most recent visit.

This privacy policy applies to the World Abilitysport websites only and not to any linked or 3rd party sites. World Abilitysport does not pass on any personal information to any other site when following a link.

8 Data retention

World Abilitysport takes appropriate measures to ensure that the information we hold is kept secure, accurate and up to date and kept only for so long as is necessary and for the purposes for which it is used.

When data is destroyed, it will be destroyed securely in accordance with best practice at the time of destruction.

For some legal processes and essential services (such as information regarding athlete classification, doping control and competition results) it is necessary for World Abilitysport to retain data indefinitely.

Information relating to officers and staff will be retained for the legally necessary period or five years after the person has left, whichever is the longer

9 Under 18-year olds

The parent/guardian's, or the persons representative, will normally need to give permission before World Abilitysport can hold information concerning anyone under the age of 18.

10 Informed consent

The parent/guardian's, or the persons representative, will normally need to give permission before World Abilitysport can hold information concerning anyone who is above the age of 18, but is without legal capacity to give informed consent.

In many cases the representative will be the World Abilitysport member organisation representative.

11 Consent

When requesting consent to provide personal data, including sensitive personal data such as classification and medical evidence, World Abilitysport will clearly state this on any website, document or form.

This will be done clearly and unambiguously and will state the purposes for which it is needed. By consenting, a person is agreeing to the use of any information provided for the stated above purpose and in accordance with this privacy policy.

12 Right of access and rectification

Individuals have the right to ask for a copy of the information held (for which World Abilitysport may charge a small administration fee) and to have any inaccuracies corrected. Such requests should be made in writing to the data controller.

13 Right to be 'Forgotten'

Subject to the provisions regarding essential services described above, individuals have the right to request World Abilitysport to delete all personal information we hold about that person any time. This request must be made in writing to the data controller.

14 Changes to this Policy

World Abilitysport reserves the right to amend this privacy policy at any time. If this happens, World Abilitysport will post notice of the change on the website.