



ACS MAGFA
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CONFIDENTIALITY AGREEMENT

(S1) This agreement applies to coaches/instructors/admin staff of: ACS MAGFA (including ACS Martial Arts, ACS Boxercise, ACS Self Defence, ACS Dance Fitness, ACS Mini Ninjas, ACS Ninja Parties & ACS Design and Leisure)

(S2) and is between any or all of the above ACS services and their clients, students, short term participants, (e.g. DofE) student parents, student guardians, visitors.

Individuals mentioned in S2, (hereafter identified as participant/visitor) have the right to expect that all information about them will be kept confidential.

- Each participant/visitor has the right to expect that nothing that happens to him or her will be repeated to anyone other than the parents/guardians, organisers or managers of the event/activity participated in.
- Even when discussing a participant with those who are directly involved with them such as a coach, ACS MAGFA may not share otherwise confidential information with them, unless it is relevant to the participant's progress, safety, or well being.
- An exception may also occur in the event of safety breaches as the result of a physical intervention/disagreement that may result in injury or injuries to the participant or others present.
- Parents/guardians and the participant themselves are permitted in good faith to ask ACS MAGFA questions about a participants/their progress.
- ACS MAGFA will not share information about a participant with any 3rd party not associated with their own coaching or administration staff.
- ACS MAGFA will protect and securely store all personal information relating to a participant/visitor. Including: phone numbers, email addresses, home address.
- ACS MAGFA will not pass on any personal information held on file unless ordered to do so as part of a criminal investigation.

Confidentiality Agreement

I DAVID BROWN chief coach of ACS MAGFA

Agree that neither I nor other ACS MAGFA personnel will ever disclose information about a participant to a 3rd party not associated with ACS MAGFA except, when ordered to do so by legal authority.

Signed:

Date : 26/04/2017