

Camp Wanapitei Co-ed Camps Limited Privacy Policy

Your Privacy Rights

Camp Wanapitei is a youth summer camp. We collect personal information on campers, their families and other participants in our programs, or on people who request information on Camp Wanapitei and its programs. Camp Wanapitei recognizes the importance of privacy and the sensitivity of this personal information. We are committed to protecting the privacy of the personal information of our customers. And it is our intention to comply with all aspects of the Personal Information Protection and Electronic Documents Act (PIPEDA) as well as the Personal Health Information Protection Act (PHIPA). This privacy statement explains the personal data collection and use of data practices by Camp Wanapitei.

Collection of your Personal Information

When you inquire about the services of Camp Wanapitei or when you apply to or register with Camp Wanapitei we ask you to provide information about yourself or your campers (personal information). The personal information we collect includes such basic data as names, addresses, telephone numbers and email addresses, birth dates, marital status, custody. In addition, upon registration we require considerable detail about health and other personal information about campers in order to assure that we can provide the best and safest possible care. The purposes for which we collect this information are to:

- Establish and maintain contact with you.
- Register and place campers appropriately.
- Assess special needs, conditions or interests.
- Assure your information is up to date.
- Send you regular information and reports/publications.
- Collect fees and maintain records of your payments

Use of your Personal Information

We only collect information about you from you. We ask only for essential information. This information helps us learn about you and your camper so that we can provide information to you about camp and so we can provide the safest and most effective service to you. When requesting information from you, we ask you to indicate your consent to the use of your personal information for the above-mentioned purposes. All personal information collected by Camp Wanapitei will be used by Camp Wanapitei alone. Camp Wanapitei will not sell your personal information to third parties nor will it share your personal information with third parties unless for a specific service provided by a third party to Camp Wanapitei to achieve its required obligations to campers and parents.

Camp Wanapitei occasionally hires other companies to provide limited services on our behalf, such as online registration, database management, instruction, health services or web site hosting, we will only provide those companies the personal information they need to deliver the service. They are required to maintain the confidentiality of the information and are prohibited from using that information for any other purpose. Additionally, your information may be shared with our associated companies, Wanapitei Chateau and Wanapitei C.A.N.O.E.

Control of your Personal Information

We want you to know that in order to protect your personal information and privacy we will:

- Not collect, use or disclose your personal information for any other purpose than those to which we identify to you.
- Maintain your personal information in as accurate, complete and up-to-date a form as possible.
- Maintain your information over time in order to stay in contact with you unless you decide that we not keep your information.
- Safeguard your personal information to the best of our ability.
- Train our staff to operate within the framework of this privacy policy.
- Respond to any request you may make to access or correct the personal information we hold about you.
- Destroy or eliminate your personal information if requested by you to do so or when it becomes no longer necessary for us to keep it to maintain a relationship with you.

Enforcement of this Privacy Policy

Jennifer Jupp, a director of Camp Wanapitei, is the designated person responsible for the training and enforcement of this privacy policy. If you have questions regarding this policy or if you have any concerns about your personal information held by Camp Wanapitei or complaints about how your personal information has been used you can contact her at 519-767-9714, or 705 237-8830 in the summer. We also welcome any comments about our privacy policy.