

Andover Girls Softball League Privacy Policy

1. **Introduction.** The goal of Andover Girls Softball League, Inc.’s (“AGSL,” “we,” “us,” or “our”) Privacy Policy (the “Policy”) is to outline how we plan to handle your information in a safe and professional manner.
2. **Scope.** This Policy describes how AGSL treats Personal Information collected from its player-participants, parents and guardians of participants, and volunteers. As used in this Policy, Personal Information includes you or your child’s name and contact information, your financial account information, and any other information you provide us about yourself or your child that may not be publicly available. This Policy includes information you provide to us either through this website, through the mail, or in person, and includes Personal Information in both electronic and paper form.

3. **What Information Do We Collect and How Do We Use It?**

- **Player-Participants.** Upon registering to play in AGSL, all parents and guardians of player-participants must fill out a registration form providing AGSL with the player-participant’s name, contact information, where they attend school, any medical conditions they believe may be relevant to their child’s participation, and health insurance provider information. Payment information, usually in the form of a credit card or check, is also provided as part of registration. This information is provided to and processed by our third-party vendor, **SportsManager Solutions, Inc.** (“SportsManager”).

Why and How We Use That Information: AGSL uses this information in the initial registration process, and then provides access to a subset of this information (name, contact information, school, and relevant medical conditions) to the head coach of the player-participant’s respective team. AGSL asks for health insurance information to help provide for prompt access to appropriate medical care, during AGSL-supervised activities, in the event AGSL staff or volunteers determine such care is needed and a parent or guardian is unavailable to assist.

- **Parents and Guardians.** Upon registering a player-participant to play in AGSL, parents and guardians must provide their own name, contact information, insurance information, and financial payment information. This information is typically input into the SportsManager system during registration.

Why and How We Use That Information: AGSL uses this information in the initial registration process, and then provides access to a subset of this information (name and contact information) to the head coach of the player-participant’s respective team so they can maintain contact with the families of players.

AGSL may also occasionally use the contact information provided in order to correspond about AGSL events of interest, such as AGSL-sponsored summer clinics.

- **Volunteers.** AGSL maintains a list of volunteer names (such as coaches), along with basic contact information like email addresses and phone numbers, through the SportsManager website. AGSL also requires that all volunteers undergo a Criminal Offender Record Information (CORI) background check, and through that process must provide Personal Information.

Why and How We Use That Information: AGSL uses volunteer contact information to communicate directly with volunteers about the league. CORI background checks ensure the safety of all player-participants. CORI background check forms are secured and retained according to the regulatory requirements set out in 803 CMR 2.00.

- **Our Website:** Similar to other commercial websites, AGSL’s website utilizes a standard technology called “[cookies](#)” to collect information about how our website is used. Information gathered through cookies may include the date and time of visits, the pages viewed, time spent at our website, and the websites visited just before and just after ours.

4. With Whom Do We Share Information?

- **Third Party Service Providers.** AGSL uses SportsManager to process, maintain, and store all Personal Information about player-participants, parents and guardians, and volunteers. When you complete a registration with AGSL, you are providing this information to SportsManager pursuant to their policies and practices.

As the custodian of nearly all Personal Information that AGSL collects, SportsManager has the primary responsibility for ensuring this data remains secure. AGSL has taken good faith efforts to ensure that SportsManager takes commercially reasonable steps for securing the Personal Information described in this policy.

For more information about SportsManager’s security practices, please contact SportsManager [here](#).

AGSL also partners with the third party service provider **Prime Time Sports** for the sale of AGSL merchandise. When purchasing AGSL merchandise through the Prime Time Sports website, you are providing your personal information to Prime Time Sports pursuant to their terms and conditions (which you may find [here](#)) and their privacy policy (which you may find [here](#)).

While AGSL takes all reasonable and good faith efforts to protect the privacy and security of your personal information, AGSL is not responsible for the policies or

practices of its third party service providers. If you have any questions regarding how SportsManager or Prime Time Sports handles your Personal Information, please contact the provider directly.

- **Legal Purposes.** Without limiting the above, we may access, use, preserve, transfer and disclose your Personal Information to third parties: (i) to satisfy any applicable law, regulation, subpoenas, governmental requests or legal process if in our good faith opinion such is required or permitted by law; (ii) to protect and/or defend the policies applicable to AGSL, including investigation of potential violations thereof; (iii) to protect the safety, rights, property or security of AGSL, its clients, volunteers, or any third party; and/or (iv) to detect, prevent or otherwise address fraud, security or technical issues.
- **Organizational Changes.** We reserve the right to disclose and transfer all user information: (a) to a subsequent owner, co-owner or operator of SportsManager or its applicable database(s); (b) a new third party service provider for maintaining and storing Personal Information; or (c) in connection with a merger, consolidation, restructuring, the sale of substantially all of our interests and/or assets or other corporate change, including, during the course of any due diligence process.

5. What About Children?

The nature of our league may require us to ask you to provide Personal Information about a child younger than the age of thirteen (13), including their name, school, guardian contact and insurance information, and in some cases medical conditions relevant to league participation. We will never ask for such information directly from a child; instead, any information about a child must be provided by the child's parent or guardian. This information is maintained and retained by our third party service provider, SportsManager. If you are a parent or guardian of a child under the age of thirteen (13) and would like this Personal Information removed, please contact us at inquiries@andovergirlssoftball.org.

AGSL also posts images to its website from league softball games and other related activities pursuant to a release we ask parents and guardians to sign. If you are a parent or guardian of a child whose photo has been posted, and would like this photo removed, please contact us at inquiries@andovergirlssoftball.org.

6. How Do We Protect Your Information?

We protect your Personal Information with a series of organizational, technological and physical safeguards. However, despite our efforts, any information provided over the internet can never have its security guaranteed. We recommend that you use complex and unique passwords for any account you may have with us and/or associated third-party accounts. Do not share your password with anyone.

If you have reason to believe your interaction with us is no longer secure, please notify us immediately at inquiries@andovergirlssoftball.org.

7. Do You Retain and Delete My Data?

AGSL will retain your Personal Information for as long as necessary to fulfill the purposes for which it was collected and processed, including for the purposes of satisfying any legal, regulatory, accounting or reporting requirements.

8. How Do I Change My Information And Communications Preferences?

You are responsible for maintaining the accuracy of the information you submit to us. You may provide updates and changes by contacting us at inquiries@andovergirlssoftball.org. If so, we will make good faith efforts to make requested changes in our then-active databases as soon as reasonably practicable.

Please note that we reserve the right to send you certain communications relating to AGSL, such as administrative and service announcements. If you have any questions about this Policy or practices described in it, you should contact us by e-mail at inquiries@andovergirlssoftball.org.

9. Will This Policy Change?

We reserve the right to change this Policy at any time without notice to you. Any changes will be effective immediately upon the posting of the revised Policy. Your continued use of our website and other resources following the posting of revisions to this Policy will be deemed your acceptance of such revisions. We encourage users to frequently check the email account that they use in connection with our services, as well as this Policy, to stay informed about any changes to this Policy. You acknowledge and agree that it is your responsibility to review this Policy periodically. The date at the bottom of this Policy will be updated for each revision.

10. Miscellaneous

This Policy will be governed by and construed in accordance with the laws of the Commonwealth of Massachusetts, USA, without regard to conflict of laws principles. To the extent any provision of this Policy is found by a competent tribunal to be invalid or unenforceable, such provision shall be severed to the extent necessary for the remainder to be valid and enforceable.

11. Questions or Concerns

You may direct any questions or concerns regarding the use or disclosure of your information, or any other matter related to this Policy, to inquiries@andovergirlssoftball.org.

Effective Date: March 16, 2021