

Privacy & Email Policy Mission

Our goal is to protect the confidential data of our membership and safeguard our reputation. The policy outlined below applies to written information as well as electronic sharing of information through email. A more detailed policy will be in place when the Club implements a Wildwood Wildcats Booster Club website.

Policy elements

1. Privacy – All personal information provided by Booster Club members will be used for WWBC business only and will not be intentionally shared with anyone outside the WWBC organization.
2. Member information (including email address, home address, phone numbers, participation preferences and any other personal info that may be obtained) will be maintained in electronic format and will be shared only with Booster Club Board members and committee heads.
3. To prevent unintentional sharing of email addresses, all group emails sent by board members and committee heads will be sent BCC to prevent broadcasting of membership email addresses. No group emails using the WWBC membership list will be allowed by anyone else.
4. Board members and all committee heads shall maintain current antivirus software on any home computer that is used for WWBC business or emailing.
5. To prevent any confusion as to the email source, all Booster Club emails will have “WWBC-“ as the first 5 characters of the subject line.
6. All group emails will conclude with the sender’s name, Booster Club title and contact phone number as the email signature at the end of the email.
7. Emails between Club Individuals will also have “WWBC-“ at the front of the subject line but the email signature is not required.