

Privacy Policy

Red Deer Youth Diversion Society (RDYDS)

Red Deer Youth Diversion Society (“RDYDS”, “we”, “our”, or “us”) is committed to protecting the privacy and confidentiality of the personal information of youth, families, volunteers, and community members we serve.

We recognize that youth justice work involves highly sensitive information and we take our responsibility seriously to ensure that personal information is handled respectfully, ethically, and in accordance with applicable legislation and best practices.

1. Our Commitment to Privacy

RDYDS is committed to safeguarding personal information by following responsible information-handling practices consistent with applicable privacy laws and the principles of confidentiality within youth justice work.

We acknowledge that under the Youth Criminal Justice Act, young people’s privacy is protected and access to their information is strictly limited.

2. Information We Collect

a) Information You Provide Voluntarily

We may collect personal information when you:

- Participate in a Youth Justice Committee process
- Complete forms (intake, referrals, volunteer applications)
- Contact us by email, phone, or online forms
- Register for programs or services

This information may include:

- Name and contact information
- Demographic information
- Relevant background or case-related information
- Feedback or survey responses

b) Website Information

When you visit our website, we may automatically collect limited technical information such as:

- IP address
- Browser type and device information
- Pages visited and time spent

This information is used for website functionality and improvement only and does not identify you personally.

3. How We Use Information

We use personal information to:

- Deliver youth diversion and restorative justice programs
- Communicate with participants, families, and volunteers
- Coordinate with referral sources (e.g., police, Crown, community agencies)
- Improve our services and programs
- Meet legal and reporting obligations

We only collect and use information necessary to fulfill these purposes.

4. Confidentiality & Youth Justice Records

Information related to youth involved in justice processes is treated with the highest level of confidentiality.

In accordance with the Youth Criminal Justice Act:

- Youth records are protected and access is restricted
- Information is only shared with authorized individuals
- Disclosure is limited to specific legal circumstances

We do not publicly disclose identifying information about youth participants. Requests for access to youth justice records cannot be fulfilled by Red Deer Youth Diversion Society. Individuals seeking access to such records must submit their request through the Government of Alberta and/or Police Agency using the appropriate formal process.

5. Information Sharing

RDYDS does **not sell or trade personal information**.

We may share information only when:

- Consent has been provided
- Required or authorized by law
- Necessary to prevent risk of serious harm
- Required for program coordination with justice partners

All sharing is done on a need-to-know basis.

6. Cookies and Website Use

Our website may use cookies or similar technologies to:

- Understand how visitors use our site
- Improve user experience
- Track general website analytics

Cookies do not collect personal identifying information.

7. Data Security

We take reasonable steps to protect personal information through:

- Secure digital storage
- Limited access to authorized personnel
- Confidentiality expectations for staff and volunteers

Despite these measures, no system can guarantee absolute security.

8. Access and Correction

You have the right to:

- Request access to your personal information
- Request corrections if information is inaccurate

Requests can be made by contacting us using the information below.

9. Retention of Information

We retain personal information only as long as necessary:

- To fulfill program and legal requirements
- In accordance with youth justice record retention rules

After this period, information is securely destroyed or anonymized.

10. Third-Party Links

Our website may contain links to other websites. RDYDS is not responsible for the privacy practices of external sites.

11. Changes to This Policy

We may update this Privacy Policy from time to time. Updates will be posted on this page with the revised date.

12. Contact Us

If you have questions about this Privacy Policy or how your information is handled, please contact:

Red Deer Youth Diversion Society

1st Floor Provincial Building
4920 – 51 Street
Red Deer, AB
T4N 6K8

Email: Co-chair@rdyouthjustice.ca

Phone: (403) 302-8262

RDYDS recognizes that privacy is not only a legal obligation but a relational commitment grounded in respect, dignity, and trust—especially when working with youth, families, and communities.”