

# ST ANTHONY'S SCHOOL

## GOOGLE APPS FOR EDUCATION (GAPE)

### STUDENT AGREEMENT Prep-Six



Google Apps for Education (GAPE) is a resource that has been introduced for students by Catholic Education Melbourne as an important part of their Integrated Online Network (ICON)

The GAPE resource will give students additional opportunities to work collaboratively, to learn further work and life skills and to share their learning at home. Each student's GAPE account will follow them throughout their Catholic Education.

The School uses "Google Apps for Education" (GAPE) including Gmail. Through the use of these services, the name and email addresses of pupils may be transferred, stored and processed by Google in the United States, or any other country Google uses to provide these services. School personnel and the Catholic Education Commission of Victoria and their service providers may have the ability to access monitor, use or disclose emails, communication (eg. instant messaging) documents and associated administrative data for the purposes of administering the system and ensuring its proper use.

#### PARENT CONSENT

- As the parent / guardian of this child, I have read the 'Privacy Policy' and 'Standard Collection Notice' supplied within this enrolment form.
- I understand that students can send and receive e-mail from other members of the school community and the wider primary school community and that my child must follow email guidelines as stated in the 'Acceptable Use Policy'.
- I understand that no advertisement of user data collection takes place within Google Apps for Education (GAPE).
- I expect that adequate supervision will always be available when my child is using Google Apps for Education (GAPE).
- I am aware that my child can access Google Apps for Education (GAPE) at home using their school login and password and must apply the same network/internet rules as if at school.
- I grant permission for my child to use the Google Apps for Education (GAPE) in a manner described by this policy.

Parent/Guardian ..... /...../.....  
**Print Name** **Signature** **Date**

### STUDENT ACKNOWLEDGEMENT FOR YEARS Prep-6

I understand my responsibilities when using Google Apps for Education. I agree to follow the "Acceptable Use Policy" developed by my school and follow other relevant rules. Further, I understand that any violation of the conditions specified in this policy, will result in a consequence as outlined in the "Acceptable Use Policy". If you have any questions please see your classroom teacher.

Student ..... /...../.....  
**Print Name** **Signature** **Date**

Level .....

Nếu quý vị yêu cầu 1 bản tiếng Việt cho bản thông tin này, xin quý vị liên lạc với văn phòng trường.

ان انت تطلب الترجمة بلغة العربية اهزة النسخة الرجاء الاتصال ب لمكتب.

# ST ANTHONY'S PRIMARY SCHOOL

90 Buckley Street Noble Park 3174

Phone: (03) 9546 0044 Fax: (03) 9547 0365

office@sanoblepark.catholic.edu.au

www.sanoblepark.catholic.edu.au



## ENROLMENT APPLICATION

YEAR \_\_\_\_\_ 20 \_\_\_\_\_

### STUDENT DETAILS

Student's Surname .....

Given Names..... Male  Female

Date of Birth ...../...../..... Religion.....

Previous School/Kindergarten .....

Address..... Date of Last Attendance ...../...../.....

### IF BORN OVERSEAS

Country of Birth ..... Place of Birth .....

Date of arrival in Australia ...../...../..... First School in Australia .....

First year of enrolment in an Australian School ...../...../..... Refugee:  Yes  No

Visa Number: ..... Visa Issue Date: ...../...../..... Visa Expiry Date: ...../...../.....

Visa Class: ..... Visa Subclass: .....

### FAMILY DETAILS

Residential Address.....  
 ..... Postcode .....

Number of Children in Family: Girls ..... Boys ..... Position in Family .....

Religion.....

**Sacraments**  Baptism  Reconciliation  Eucharist  Confirmation *(Tick those received)*

Current Parish .....

#### Does the student speak a language other than English at home?

English Only  Others—please specify .....

#### Is the student of Aboriginal or Torres Strait Islander origin?

No  Aboriginal  Torres Strait Island  Aboriginal and TSI

# FAMILY INFORMATION

## FATHER/CARER

Name: ..... Home Phone .....

Home Address: ..... Postcode .....

Email Address..... Mobile Phone .....

Occupation..... Employer .....

Date of Birth ...../...../..... Business Phone .....

Religion ..... Country of Birth .....

Does the Father/Carer speak a language other than English at home?  Yes  No

If yes, please specify .....

What is the highest year of primary or secondary school the Father/Carer has completed? Please tick one only

Year 12 or equivalent  Year 11 or equivalent  Year 10 or equivalent  Year 9 or below

What is the highest qualification the Father/Carer has completed? Please tick one only

Bachelor Degree or above  Advanced Diploma/Diploma  Certificate I to IV  No Non-School Qualification

What is the occupation group of the Father/Carer? (please select the appropriate group letter from attached list)

Group A  Group B  Group C  Group D  Group N

If the person is not currently in paid work but has had a job in the last 12 months or has retired in the last 12 months, please use the group of the person's last occupation. If the person has not been in paid work in the last 12 months, tick "Group N"

## MOTHER/CARER

Name: ..... Home Phone .....

Home Address: ..... Postcode .....

Email Address..... Mobile Phone.....

Occupation..... Employer .....

Date of Birth ...../...../..... Business Phone .....

Religion ..... Country of Birth .....

Does the Mother/Carer speak a language other than English at home?  Yes  No

If yes, please specify.....

What is the highest year of primary or secondary school the Mother/Carer has completed? Please tick one only

Year 12 or equivalent  Year 11 or equivalent  Year 10 or equivalent  Year 9 or below

What is the highest qualification the Mother/Carer has completed? Please tick one only

Bachelor Degree or above  Advanced Diploma/Diploma  Certificate I to IV  No Non-School Qualification

What is the occupation group of the Mother/Carer? (please select the appropriate group letter from attached list)

Group A  Group B  Group C  Group D  Group N

If the person is not currently in paid work but has had a job in the last 12 months or has retired in the last 12 months, please use the group of the person's last occupation. If the person has not been in paid work in the last 12 months, tick "Group N"

# ST ANTHONY'S SCHOOL COMPUTER NETWORK AND INTERNET ACCEPTABLE USE POLICY STUDENT AGREEMENT Year 3, 4, 5 and 6



## PARENT CONSENT

- As the parent / guardian of this child, I have read the 'Acceptable Use Policy'.
- I understand that St. Anthony's School will exercise all care in protecting students from offensive material on the internet, but the final responsibility for appropriate use must lie with students.
- I understand that students can send and receive e-mail from other members of the school community the wider primary school community through the use of SuperClubs Plus and that my child must follow e-mail guidelines as stated in the Acceptable Use Policy.
- My child is aware that he / she should never give out personal information about themselves or others, including phone numbers, names or home addresses when using the internet and email.
- I expect that adequate supervision will always be available when my child is using the school's ICT resources including the use of the internet and e-mail.
- I am aware that my child can access the school Intranet at home via [www.sanoblepark.catholic.edu.au/mydesktop](http://www.sanoblepark.catholic.edu.au/mydesktop) using their school login and password and must apply the same network / internet rules as if at school.
- I understand that access to the ICT resources and the internet is a teaching and learning tool and recognize that my child must use the equipment with care. I am aware that if my child misuses the ICT resources the consequences outlined in the "Acceptable Use Policy" Agreement will apply.
- I understand that the school does not condone the use of unauthorized social networking by students.
- I grant permission for my child to use the ICT resources and internet in a manner described by this policy.

Parent/Guardian ...../...../.....  
**Print Name** **Signature** **Date**

## STUDENT ACKNOWLEDGEMENT

I understand my responsibilities when using the St Anthony's School ICT resources. I agree to follow the "Acceptable Use Policy" developed by my school and follow other relevant rules. Further, I understand that any violation of the conditions specified in this policy, will result in a consequence as outlined in the "Acceptable Use Policy".

Student ...../...../.....  
**Print Name** **Signature** **Date**

Year Level .....

Nếu quý vị yêu cầu 1 bản tiếng Việt cho bản thông tin này, xin quý vị liên lạc với văn phòng trường.

ان انت تطلب الترجمة بلغة العربية اهزة النسخة الرجاء الاتصال ب لمكتب.

# ST ANTHONY'S SCHOOL COMPUTER NETWORK AND INTERNET ACCEPTABLE USE POLICY



## STUDENT AGREEMENT Year Prep, 1 and 2

- As the parent / guardian of this child, I have read the 'Acceptable Use Policy'.
- I expect that adequate supervision will always be available when my child is using the school's ICT resources including internet and email.
- I understand that students should only send and receive e-mail from other members of the school community and that my child must use appropriate language when communicating via e-mail.
- I am aware that my child can access the school Intranet at home via [www.sanoblepark.catholic.edu.au/mydesktop](http://www.sanoblepark.catholic.edu.au/mydesktop) using their school login and password and must apply the same network / Internet rules as if at school.
- I have explained to my child that he / she should turn the monitor off and tell the teacher if he / she finds any material on the internet that makes him / her feel uncomfortable at any time.
- My child is aware that he / she should never give out personal information about themselves or others, including phone numbers, names or home addresses when using the internet and email.
- I understand that access to the ICT resources and the internet is a teaching and learning tool and recognize that my child must use the equipment with care. I am aware that if my child misuses the ICT resources the consequences outlined in the Acceptable Use Policy Agreement will apply.
- I grant permission for my child to use the ICT resources and internet in a manner described by this policy.

I agree to **(name of child)** ..... using the School Network including all ICT resources at St. Anthony's School for educational purposes in accordance with the Computer Network and Internet Acceptable Use Policy and agreement above.

Year Level .....

Parent/Guardian .....  
Print Name Signature Date

Nếu quý vị yêu cầu 1 bản tiếng Việt cho bản thông tin này, xin quý vị liên lạc với văn phòng trường.

ان انت تطلب الترجمة بلغة العربية اهزة النسخة الرجاء الاتصال ب لمكتب.

## FAMILY INFORMATION

Who lives at home?  Both Parents  Father  Mother  Guardian  Other

If other, please specify .....

Postal Address .....

(if different from residential)

Account to: Name .....

Address.....

Do you require an interpreter?  No  Yes If yes, what language .....

Siblings attending St Anthony's School?  Yes  No

If yes, please state name/s .....

## MEDICAL INFORMATION

Does your child suffer from any of the following? Allergies:  Yes  No

Anaphylaxis:  Yes  No

Asthma:  Yes  No (if yes, please attach plan)

Epilepsy:  Yes  No

Medical Conditions that the school should know about.....

Usual Doctor ..... Phone Number .....

Health Fund ..... Membership Number .....

Medicare Number ..... Expiry Date .....

Ambulance Cover?.....

Ambulance Number ..... Expiry Date .....

## EMERGENCY CONTACTS OTHER THAN PARENTS

### Contact 1

Name ..... Phone 1 .....

Relationship to student ..... Phone 2 .....

### Contact 2

Name ..... Phone 1 .....

Relationship to student ..... Phone 2 .....

# OTHER DETAILS

## LEARNING DIFFICULTIES AND/OR PROBLEMS

Has your child received any assessment from a specialist? (eg. audiological, speech, occupational, psychiatric, child guidance, other).....

Please specify the nature of any special learning needs

## DECLARATION FOR PAYMENT OF FEES

The Parents/Carers signing this declaration agree to be responsible for the payment of all future fees and charges as raised by the school for all future years that your child remains enrolled at the school.

Mother/ Carer ..... /...../.....  
Print Name Signature Date

Father/ Carer ..... /...../.....  
Print Name Signature Date

Health Care Card/ Concession Card Number .....

Are there any Court Orders in place ?  Yes  No

Please provide details

## AUTHORITIES AND GENERAL EXPECTATIONS

### MEDICAL

In the event of an emergency, including illness or injury, and where the school is unable to contact me, I authorise the Principal or authorised staff to take all necessary steps to safeguard the health of my child as named above. I also authorise a doctor to take steps to safeguard the health of my child, including, where necessary, the administration of a medical procedure.

I we/agree  (tick)

( Parents need to be aware that the school will contact an ambulance in the event of an emergency with the ultimate cost being the responsibility of the parents of the child.)

# ST. ANTHONY'S PRIMARY SCHOOL NOBLE PARK PHOTOGRAPH PERMISSION FORM



Dear Parent/Guardian

At certain times throughout the year, our students may have the opportunity to be photographed/videoed for school publications, such as the school's newsletter, website or other forms of new media, or have their photograph/video used externally for promotional and/or advertising purposes such as newspapers, advertising boards etc.

The Catholic Education Office Melbourne (CEOM) and the Catholic Education Commission of Victoria Ltd (CECV) may also require student photographs in print and online promotional and educational materials.

Permission is required for a student's photograph to be used for the above purposes. Please complete the Permission form below and return to the school as soon as possible.

Thank you for your continued support.

Student's Name .....

I give permission for my child's photo and name to be published in school publications, such as the school's newsletter, website or other forms of new media, or to promote the school in local newspapers and advertising boards etc.

I give permission for a photograph of my child to be used by the CEOM/CECV for online and printed promotional and educational materials without acknowledgment, remuneration or compensation.

### Licensed under NEALS

The photograph may appear in material which will be available to schools and education departments around Australia under the National Educational Access Licence for Schools (NEALS), which is a licence between education departments of the various states and territories, allowing schools to use licensed material wholly and freely for educational purposes.

I authorise the CEOM/CECV to use the photograph in material available free of charge to schools and education departments around Australia for the CEOM/CECV's promotional and educational purposes.

I understand this consent is ongoing and will continue for the length of time my child is enrolled at St Anthony's Catholic Primary School or until I formally withdraw this consent in writing.

I understand and agree that if I wish to withdraw this authorisation, it is my responsibility to notify the school in writing.

Parent/Guardian ..... /...../.....  
Print Name Signature Date

I DO NOT CONSENT to my child's photograph/video used by the school in any way.

Parent/Guardian ..... /...../.....  
Print Name Signature Date

Any personal information will be stored, used and disclosed in accordance with the requirements of the Privacy Act 1988 (Cwlth)

email address) about students, parents or guardians may be transferred, stored and processed by Google in the United States, or in any other country through which Google provides these services or where it processes and stores information. This personal information will be stored and processed by Google in accordance with Google's terms and conditions stated in the G-Suite for Education Agreement which the school entered into with Google.

12. The School's Privacy Policy contains further information about its use of cloud and other third party service providers and any of their overseas locations.

13. Where personal, including sensitive information is held by a cloud computing service provider on behalf of CECV for educational and administrative purposes, it may be stored on servers located within or outside Australia.

14. School personnel and the school's service providers, and the CECV and its service providers, may have the ability to access, monitor, use or disclose emails, communications (e.g. instant messaging), documents and associated administrative data for the purposes of administering the ICON system and ensuring its proper use.

15. The School may disclose limited personal information to the school parish to facilitate religious and sacramental programs, and other activities such as fundraising.

16. The School's Privacy Policy is accessible via the school website, newsletter, handbook, or from the School office. The policy sets out how parents, guardians or students may seek access to, and correction of their personal information which the School has collected and holds. However, access may be refused in certain circumstances such as where access would have an unreasonable impact on the privacy of others, or may result in a breach of the School's duty of care to the student, or where students have provided information in confidence. Any refusal will be notified in writing with reasons if appropriate.

17. The School's Privacy Policy also sets out how parents, guardians, students and their family can make a complaint if they believe the School has interfered with their privacy [and how the complaint will be handled].

18. The School may engage in fundraising activities. Information received from you may be used to make an appeal to you. [It may also be disclosed to organisations that assist in the School's fundraising activities solely for that purpose.] We will not disclose your personal information to third parties for their own marketing purposes without your consent.

19. On occasions information such as academic and sporting achievements, student activities and similar news is published in School newsletters and magazines, on our intranet [and on our website]. This may include photographs and videos of student activities such as sporting events, school camps and school excursions. The School will obtain permissions from the student's parent or guardian (and from the student if appropriate) prior to publication to enable the school to include such photographs or videos [or other identifying material] in our promotional material or otherwise make this material available to the public such as on the internet. The school may obtain permissions annually, or as part of the enrolment process. Permissions obtained at enrolment may apply for the duration of the student's enrolment at the school unless the school is notified otherwise. Annually, the school will remind parents and guardians to notify the school if they wish to vary the permissions previously provided. [We may include students' and parents' or guardians' contact details in a class list and School directory.]

20. If you provide the School with the personal information of others, such as other family members, doctors or emergency contacts, we encourage you to inform them you are disclosing that information to the School and why, that they can request access to and correction of that information if they wish and to also refer them to the School's Privacy Policy for further details about such requests and how the School otherwise handles personal information it collects and complaints it receives.

Updated Standard Collection Notice April 2018, St. Anthony's Noble Park

## COLLECTION OF INFORMATION

I/we authorise St Anthony's to collect information about my child where necessary.

Name of child's previous school: .....

I/we give permission for St Anthony's to contact previous school  Yes  No **(tick one)**



# PARENT CODE OF CONDUCT

## GENERAL EXPECTATIONS

I/we understand that by enrolling our child at St Anthony's School I/we commit to work in Partnership with the staff. I/we understand that this partnership requires that all members of the community behave in a manner that allows other to feel safe at all times, allows students to learn and teachers to teach, and shows respect for our environment.

I we/agree  (tick)

I/we understand that if my child suffers from asthma or anaphylaxis reaction to allergies that I must always provide the school with up to date management plans that have been agreed to by the student's doctor.

I we/agree  (tick)

I/ we understand that my child must be picked up by 3.30pm or After School Care arrangements must be made.

I we/agree  (tick)

I/we realise that all children are expected to take part in the whole school curriculum in and out of the classroom. Special activities include attendance at church liturgies, assemblies, swimming, camping program and excursions.

I we/agree  (tick)

I/we understand that everyone in St Anthony's community has the right to be respected and feel secure in a safe environment.

I we/agree  (tick)

## COMMUNITY EXPECTATIONS

St. Anthony's Noble Park is a culturally diverse, inclusive community where all members are respected and valued.

We welcome all community members to St Anthony's and look forward to working together and educating the children in our school.

Everyone in the St Anthony's community:

- Has the right to be respected and feel secure in a safe environment.
- Must acknowledge their obligation to behave responsibly.
- Must communicate and interact with all others in a respectful manner.
- Must show respect to and refrain from derogatory written and verbal comments in relation to the school, Principal and Leadership Team, school staff, students or families and the worshipping community.

We ask that when you visit St Anthony's School you sign in at the office, take a lanyard with an ID from the box and wear it. Please remember to sign out and return the lanyard when leaving. Visitors to the school **are not** to take any photos or videos etc. as this is prohibited.

These expectations around conduct are taken seriously and failure to adhere to these may jeopardise your involvement with our community or your child/rens enrolment at St Anthony's Primary School, Noble Park.

Mother/ Carer 1 ..... / ..... / .....  
*Print Name Signature Date*

Father/ Carer 2 ..... / ..... / .....  
*Print Name Signature Date*

## OFFICE USE ONLY

Photo Permission Signed  ICT & Google Signed  Immunisation Certificate Copy  Birth Certificate  Baptism

Student Number ..... Class ..... Family Code ..... Entered By .....

# OCCUPATION GROUPS

Please select the appropriate group from the following list. If you are **not** currently in paid work but have had a job in the last 12 months or have retired in the last 12 months please use your last occupation to select from the list. If you have not been in paid work for the last 12 months, enter 'N' into the 'occupation' field on the enrolment form

<p><b>OCCUPATION GROUP 'A'</b> Senior Management in a large business organisation, government administration and defence, and qualified professionals</p> <p><b>Senior Executive/Manager/Department Head</b> in industry, commerce, media or other large organisation</p> <p><b>Public Service Manager</b> (Section or head or above) regional director, health/education/police/fire services administrators</p> <p><b>Other Administrator</b> (School Principal, faculty head/dean/library/museum/gallery director, research facility director)</p> <p><b>Defence forces</b> Commissioned Officer</p> <p><b>Professionals</b> Generally have degree or higher qualifications and experience in applying this knowledge to design, develop or operate complex systems; identify, treat and advise on problems and teach others: Health, Education, Law, Social Welfare, Engineering, Science, Computing professional. Business (management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer ) Air/sea/rampart (aircraft/ship's captain/officer/pilot, flight officer, flying instructor, air traffic controller)</p>	<p><b>OCCUPATION GROUP 'B'</b> Other business managers, arts/media/sportsperson and associate professional</p> <p><b>Owner/manager</b> of farm, construction, import/export, wholesale manufacturing, transport, real estate business</p> <p><b>Specialist Manager</b> (finance/engineering/production/personnel/industrial relations/sales/marketing)</p> <p><b>Financial Services Manager</b> (bank branch manager, finance/investment/insurance broker, credit/loans officer) Retail sales/service manager (shop, petrol station, restaurant, club, hotel/motel cinema, theatre, agency)</p> <p><b>Arts/Media/Sports</b> (musician, actor, dancer, painter, potter, sculptor, journalist, author, media presenter, photographer, designer, illustrator, proof reader, sportsman/woman, coach, trainer, sports official)</p> <p><b>Associate Professional</b> generally have diploma/technical qualifications and support managers and professionals.: Health, Education, Law, Social Welfare, Engineering, Science, Computing technician/associate professional Business Administration (recruitment/employment/industrial relations training officer, marketing/ advertising specialist, market research analyst, technical sales representative, retail buyer, office/project manager) Defence Forces senior Non-commissioned officer</p>
<p><b>OCCUPATION GROUP 'C'</b> Tradesmen/women, clerks and skilled office, sales and service staff</p> <p><b>Tradesmen/women</b> generally have completed a 4 year Trade Certificate usually by apprenticeship. All tradesmen/women are included in this group.</p> <p><b>Clerks</b> (bookkeeper, bank/PO clerk, statistical/actuarial clerk, accounting/claims/audit clerk, payroll clerk, recording / registry/filing clerk, betting clerk, stores/inventory clerk, purchasing/order clerk, freight/transport/shipping clerk, bond clerk, customs agent, customers services clerk, admissions clerk)</p> <p><b>Skilled Office, Sales and Service Staff:</b> Office (secretary, personal assistant, desktop publishing operator, switchboard operator) Sales (company sales representative, auctioneer, insurance agent/assessor/loss adjuster, market researcher) Service (aged/disabled/refuge child care worker, meter reader, parking inspector, postal worker, courier, travel agent, tour guide, flight attendant, fitness instructor, casino dealer/supervisor)</p>	<p><b>OCCUPATION GROUP 'D'</b> Machine operators, hospitality staff, labourers and related workers. Drivers, mobile plant, production processing machinery and other machinery operators</p> <p><b>Hospitality Staff</b> (hotel service supervisor, receptionist, waiter, bar attendant, kitchen hand, porter, housekeeper)</p> <p><b>Office Assistants</b>, sales assistants and other assistants Office (typist, work processing, data entry, business machine operator, receptionist, office assistant) Sales (sales assistant, motor vehicle/caravan/parts salesperson, checkout operator, cashier, bus/train conductor, ticket seller, service station attendant, car rental desk staff, street vendor, telemarketer, shelf stacker Assistant/aide (trades' assistant, school teacher's aide, dental assistant, veterinary nurse, nursing assistant, museum/gallery attendant, usher, home helper, salon assistant, animal attendant)</p> <p><b>Labourers and related workers:</b> Defence Forces – ranks between senior NCO not included above Agriculture, horticulture, forestry, fishing, mining worker (farm overseer, shearer, wool/hide classer, farm hand, horse trainer, nurseryman, greenkeeper, gardener, tree surgeon, forestry/logging worker, miner, seafarer, fishing hand) Other worker (labourer, factory hand, storeman, guard, cleaner, caretaker, laundry worker)</p>

## STANDARD COLLECTION NOTICE



- The School collects personal information, including sensitive information about students and parents or guardians and family members before and during the course of a student's enrolment at the School. This may be in writing or in the course of conversations and may be direct from the individual or from another source. The primary purpose of collecting this information is to enable the School, Catholic Education Offices and the Catholic Education Commission of Victoria Ltd (CECV) to meet its educational, administrative and duty of care responsibilities to the student to enable them to take part in all the activities of the School.
- Some of the information we collect is to satisfy the School's legal obligations, particularly to enable the School to discharge its duty of care.
- Laws governing or relating to the operation of a school require certain information to be collected and disclosed. These include relevant Education Acts and Public Health and Child Protection laws.
- Health information about students (which includes information about any disability as defined by the *Disability Discrimination Act 1992*) is sensitive information within the terms of the *Australian Privacy Principles (APPs) under the Privacy Act 1988*. The School may require medical reports about students from time to time and may otherwise collect sensitive information about students and their families.
- If any personal information requested by the School is not provided, this may affect the School's ability to enrol a student, respond to enquiries, provide the student with educational and support services or allow a person to visit the School.
- The School may disclose personal and sensitive information for **administrative, educational and support purposes** (or may permit the information to be directly collected by third parties). This may include to:
  - School service providers such as the CECV, Catholic Education Offices, school governing bodies and other dioceses
  - third party service providers that provide online educational and assessment support services or applications (apps) such as Flexibuzz, which may include email and instant messaging
  - School systems, including the Integrated Catholic Online Network (ICON) and Google's 'G Suite' including Gmail\*\*. Limited personal information^ may be collected and processed or stored by these providers in connection with these services
  - CECV and Catholic Education Offices to discharge its responsibilities under the *Australian Education Regulation 2013 (Regulation) and the Australian Education Act 2013 (Cth) (AE Act) relating to students with a disability, including ongoing evaluation of funding adequacy for individual students*
  - CECV to support the training of selected staff in the use of schools' systems, such as ICON
  - another school to facilitate the transfer of a student
  - Federal and State government departments and agencies acting on behalf of the government e.g. for audit purposes
  - health service providers, and people providing educational support and health services to the School, including specialist visiting teachers, sports coaches, volunteers, counsellors and providers of learning and assessment tools
  - assessment and educational authorities, including the Australian Curriculum, Assessment and Reporting Authority
  - people providing administrative and financial services to the School
  - anyone you authorise the School to disclose information to; and
  - anyone to whom the School is required or authorised to disclose the information to by law, including under child protection laws.
- The school is required by the *Federal Australian Education Regulation (2013) and Australian Education Act 2013 (Cth) (AE Act) to collect and disclose certain information under the Nationally Consistent Collection of Data (NCCD) on students with a disability. The school provides the required information at an individual student level to the Catholic Education Offices and the CECV, as an approved authority. Approved authorities must comply with reporting, record keeping and data quality assurance obligations under the NCCD. Student information provided to the federal government for the purpose of the NCCD does not explicitly identify any student.*
- Personal information collected from students is regularly disclosed to their parents or guardians.
- The School may also use cloud computing service providers to store personal information (which may include sensitive information) on their servers in the 'cloud'. These servers may be located in or outside Australia. This may mean that personal information may be stored or processed outside Australia. \*\*\*
- The School makes reasonable efforts to be satisfied about the protection of any personal information that may be collected, processed and stored outside Australia in connection with any cloud and third party services and will endeavour to ensure it will be located in countries with substantially similar protections as the APPs.