



Dinjerra Primary School

PRIVACY COLLECTION STATEMENT

INFORMATION FOR PARENTS AND CARERS

During the ordinary course of your child's attendance at Dinjerra Primary School, school staff will collect your child's personal and health information when necessary to educate your child, or to support their social and emotional wellbeing or health in the school context. Such information will also be collected, when required, to fulfill a legal obligation, including duty of care, anti-discrimination law and occupational health and safety law. If that information is not collected, the school may be unable to provide optimal education, support to your child, or fulfill those legal obligations.

Health information may be collected through the school nurse, primary welfare officer or wellbeing staff member. If your child is referred to a specific health service at school, such as, a Student Support Services officer, the required consent will be obtained. Our school also collects information provided by parents and carers through the School Entrance Health Questionnaire (SEHQ) and the Early Childhood Intervention Service (ECIS) Transition Form.

Our school may use online tools to effectively collect and manage information about your child for teaching and learning purposes, parent communication and engagement; student administration; and school management purposes. When our school uses these online tools, we take steps to ensure that your child's information is secure. If you have any concerns about the use of these online tools, please contact us.

When our students transfer to another Victorian government school, personal and health information about that student will be transferred to that next school. Transferring this information is in the best interests of our students and assists that next school to provide optimal education and support to students.

In some limited circumstances, information may be disclosed to a third party outside of the Department of Education and Training. The school will seek your consent for such disclosures unless the disclosure is allowed or mandated by law.

Our school values the privacy of every person. When collecting and managing personal and health information, all school staff must comply with Victorian privacy law. For more information about privacy including about how to access personal and health information held by the school about you or your child, see our school's privacy policy:

<https://www.education.vic.gov.au/Pages/schoolsprivacypolicy.aspx>

Throughout this notice, 'staff' includes principals, teachers, Student Support Service officers, youth workers, social workers, nurses and any other allied health practitioners and all other staff at our school. This includes employees, agents and service providers (contractors) of the Department, whether paid or unpaid.

FURTHER INFORMATION AND RESOURCES

- Policy and Advisory Library:
 - <https://www2.education.vic.gov.au/pal/privacy-information-sharing/policy>



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POLICY REVIEW AND APPROVAL

Policy last reviewed	February 2023
Approved by	Natalie Vulic
Next scheduled review date	February 2025