



COLLECTION NOTICE

RE: PRIVACY ACT 1988 AND PRIVACY AMENDMENT (PRIVATE SECTOR) ACT 2000

1. The College collects personal and sensitive information about students and parents/guardians before and during the course of a student's enrolment at the College. The College may collect the personal and sensitive information of a student from that student's parents/guardians.
2. The College has collected or will collect such information from you.
3. The primary purpose of collecting this information is to enable the College to provide schooling for your son/daughter and to discharge the College's legal duties to its students. The College may also collect and use this information to:
 - a. Make fundraising appeals to parents/guardians and students;
 - b. Include contact details in a class list and College directory;
 - c. Contact previous students for membership of the Old Collegians' Association and inform them of the College's current activities;
 - d. Assist bodies that engage in fundraising activities for the College.
4. The College from time to time discloses personal and sensitive information to others for administrative and educational purposes. This includes to other schools, government departments, medical practitioners, and people providing services to the College, including specialist visiting teachers, coaches, volunteers and our insurers. The type of information generally disclosed includes, but is not limited to, contact details, academic records, behavioural records and medical records.
5. Personal information collected from students is regularly disclosed to their parents or guardians. On occasions information such as academic and sporting achievements, student activities, other news and photos are published in the College newsletters, magazines and on our website. The type of information generally disclosed includes, but is not limited to, contact details, academic records, behavioral records and medical records.
6. The Privacy Policy of the College contains information about how an individual may access the personal and sensitive information held about them by the College, and how they may seek the correction of such information. The Privacy Policy also contains information about how an individual may complain about a breach by the College of the Australian Privacy Principles or registered APP Code that binds the College, and how the College will deal with those complaints. The Privacy Policy is available on the College website.
7. If we do not obtain all or some of the information referred to above, we may not be able to enrol or continue the enrolment of your son/daughter. Alternatively, your son/daughter may not be able to participate in some school activities (such as class excursions). By enrolling your son/daughter at the College, you consent to the College collecting and using your son/daughter's personal information for the purposes outlined above. If you have any questions about how the College uses personal information, or if you would like to change your son/daughter's details, please contact:

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