NORTH ALBANY SENIOR HIGH SCHOOL

47 Anson Rd ALBANY WA 6330
Tel: 9892 0611
northalbany.shs@education.wa.edu.au
www.nashs.wa.edu.au

NORTH ALBANY
SENIOR HIGH SCHOOL
Care and Diligence

Students Online in Public Schools Policy

Dear Parents, Guardians and Caregivers

North Albany SHS, provides access to Department of Education (DoE) online services. These enhance the contemporary learning opportunities available to our students and the range of teaching tools available to staff to deliver the Western Australian Curriculum.

As of January 28th 2021, in accordance with DoE Students Online in Public Schools Policy, consent is required for all online services that hold student identifiable information. The new policy involves the DoE completing risk assessments on these services used by schools. These services are rated into one of four risk categories: Minimal, Low, Medium or High. These risk ratings are dependent on a variety of things including, but not limited to, the data collected, who owns the data and where the data is stored. There are sections within the attached consent form covering software with Minimal, Low and Medium risk. High-risk software is not permitted to be used with any student information by schools.

Please read the attached form carefully and complete all sections and details for your child. Locations of the privacy policies for each of the services is included. Please return this form to NASHS as soon as possible otherwise, your child will not be able to access online services.

If you have any questions regarding the form, please contact the Deputy Mark Cullen on 9892 0601.

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NOTIFICATION TO DISCLOSE PERSONAL INFORMATION TO THIRD PARTY SERVICES

The following third party services are being used in our school. Please contact the school if you have any queries.

Name	Category	Information provided	Terms of Use / Privacy Policy
ePlatform One https://eplatform.co/au/eplatform-one	Digital resources	**Information provided**: Staff/teacher: name and email Student: name, email, date of birth and gender Parent: name **How the information is used:** Digital library with eBooks and audiobooks **Where the information is stored:** Within Australia	https://eplatform.co/au/privacy-policy/ https://eplatform.co/au/terms-and-conditions/
Monitor WA https://www.monitorwa.com.au/	SmartRider card management	**Information provided**: Student name, date of birth, school, profile or other photos. **How the information is used:** SmartRider card ordering with optional canteen payments. **Where the information is stored:** Within Australia	**Terms of Use / Privacy Policy** N/A
Oliver https://www.softlinkint.com/product/oliver/	Library Management System References & Resources	**Information provided**: Student name, student email (optional), date of birth (optional), address (optional), phone number (optional), school, class details, school year, profile or other photos (optional), gender (optional), grades or performance (optional) and parent email (optional). Unique usernames are enforced. Passwords uniqueness is recommended but not enforced. **How the information is used:** Enables school community to access library resources, including eResources, as well as manage loans and reservations. **Where the information is stored:** Within Australia	https://softlinkint.com/data-protection-privacy-policy
PaperCut Cloud https://www.papercut.com/	Print Management	**Information provided**: Student name and school. **How the information is used:** Printing management. **Where the information is stored:** Within Australia	https://www.papercut.com/privacy-policy/ https://views.papercut.com/terms-of-service/

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Name	Category	Information provided:	Terms of Use / Privacy Policy
Parent teacher Online https://parentteacheronline.com.au/	Online Bookings	**Information provided**: Student name, school, class details, school year, parent email and parent name. **How the information is used:** Online parent teacher interview booking platform. **Where the information is stored:** Within Australia	https://parentteacheronline.com.au/terms-conditions/ https://parentteacheronline.com.au/privacy-policy/
Cengage, PMeCollection and NelsonNet https://cengage.com.au/primary/browse-series/pm/pmecollection	Teaching and Learning	**Information provided**: Staff/teacher: name, email Student: name, date of birth, gender, biometric data, other data Other data: school **How the information is used:** Guided and independent reading platform **Where the information is stored:** Within Australia	https://cengage.com.au/privacycentre https://cengage.com.au/corporate-home/help/using-this-site/terms-and-conditions
WhosOnLocation https://whosonlocation.com/	Visitor Management	**Information provided**: Staff/teacher: name, email and personal information Student: name, email, attendance and photos or videos. **How the information is used:** Visitor Management **Where the information is stored:** Within Australia	https://whosonlocation.com/privacy-policy/ https://whosonlocation.com/security/
Zoom https://zoom.us/	Web conferencing	**Information provided**: Staff/teacher: name, email, personal information Student: name, email, photos or videos, other data These could fall in other data: school **How the information is used:** Web conferencing platform. **Where the information is stored:** Within Australia	https://zoom.us/terms https://zoom.us/docs/en-us/schools-privacy-statement.html https://zoom.us/privacy

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REQUESTING CONSENT TO DISCLOSE PERSONAL INFORMATION TO THIRD PARTY SERVICES

The following third party services may be used in our school. These services require us to share some personal information about your child and require you to provide consent for these services before we do so.

Please contact the school if you have any queries.

Name	Category	Information provided:	Terms of Use / Privacy Policy
Name Autodesk AutoCAD https://www.autodesk.com.au/	**Category** Teaching and Learning References & Resources	**Information provided:** Staff/teacher: Name, email Student: Name, email, date of birth, work **How the information is used:** Design and drafting application **Where the information is stored:** Outside Australia	**Terms of Use / Privacy Policy** https://www.autodesk.com/company/legal-notices-trademarks/privacy-statement https://www.autodesk.com/company/legal-notices-trademarks/privacy-statement/childrens-privacy-statement
Name Autodesk Inventor https://www.autodesk.com.au/products/inventor/overview?term=1-YEAR&support=null	**Category** Teaching and Learning References & Resources	**Information provided:** Staff/teacher: Name, email Student: Name, email, date of birth, work **How the information is used:** 3D mechanical design **Where the information is stored:** Outside Australia	**Terms of Use / Privacy Policy** https://www.autodesk.com/company/legal-notices-trademarks/privacy-statement https://www.autodesk.com/company/legal-notices-trademarks/privacy-statement/childrens-privacy-statement
Name Auralia Cloud https://auralia.cloud/login	**Category** Teaching and Learning	**Information provided:** Staff/teacher: Name, email, personal information, other data *(list if provided)* Student: Name, work/content, grades or performance data, other data Other data: school **How the information is used:** Music theory software **Where the information is stored:** Outside Australia	**Terms of Use / Privacy Policy** https://www.risingsoftware.com/privacy https://www.risingsoftware.com/licence
Name Boom Cards https://wow.boomlearning.com/	**Category** Teaching and Learning References & Resources	**Information provided:** Staff/teacher: Name, email, personal information, other data Student: Name, email, work/content, grades or performance data Other data: school **How the information is used:** Digital resources **Where the information is stored:** Outside Australia	**Terms of Use / Privacy Policy** https://wow.boomlearning.com/blog/privacy
Name BrainPOP https://www.brainpop.com/	**Category** Teaching and Learning	**Information provided:** Staff/teacher: Name, email and other data Student: Name and work/content **How the information is used:** Educational website **Where the information is stored:** Outside Australia	**Terms of Use / Privacy Policy** https://www.brainpop.com/about/privacy_policy/ https://www.brainpop.com/about/terms_of_use/

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Name	Category	Information provided:	Terms of Use / Privacy Policy
Name Britannica School https://school.eb.com.au/	**Category** Teaching and Learning References & Resources	**Information provided:** Staff/teacher: Name, email Student: Name, email, work/content, geolocation data, grades or performance data Other data: school **How the information is used:** Encyclopaedia articles, journals and periodicals, multimedia, primary sources, games, and other learning resources. **Where the information is stored:** Outside Australia	**Terms of Use / Privacy Policy**
Name Canva https://www.canva.com/education/	**Category** Teaching and Learning	**Information provided:** Staff/teacher: Name, email Student: Name, email, work/content, photos or videos Other data: school **How the information is used:** Creative design and presentation tools. **Where the information is stored:** Outside Australia	**Terms of Use / Privacy Policy** https://about.canva.com/terms-of-use/ https://www.canva.com/policies/privacy-policy/
Name Clickview	**Category** Teaching and Learning	Information that may be provided: Staff/teacher: Name, email Student: Name, email, work/content, Other: photos or videos (only if uploaded by the user) **How the information is used:** Dynamic, curriculum-aligned video content **Where the information is stored:** Within Australia	**Terms of Use / Privacy Policy** https://www.clickview.com.au/clickview-online-terms/ https://www.clickview.com.au/terms-and-conditions/ https://www.clickview.com.au/privacy-policy/
Name Code Combat https://codecombat.com/	**Category** Teaching and Learning	**Information provided:** Staff/teacher: Name, email Student: Name, work/content, geolocation data, other student data. Other data: school **How the information is used:** Coding games to teach coding **Where the information is stored:** Outside Australia	**Terms of Use / Privacy Policy** https://codecombat.com/privacy https://codecombat.com/legal
Name Code Combat https://codecombat.com/	**Category** Teaching and Learning	**Information provided:** Staff/teacher: Name, email Student: Name, work/content, geolocation data, other student data. School name. **How the information is used:** Coding games to teach coding **Where the information is stored:** Outside Australia	**Terms of Use / Privacy Policy** https://codecombat.com/privacy https://codecombat.com/legal
Name EduBlogs https://edublogs.org/	**Category** References & Resources	**Information provided:** Staff/teacher: Name, email Student: Name, email, work, photos or videos, Other data: School name, class details, school year, student username **How the information is used:** WordPress based tool for creating and hosting individual websites and student e-portfolios. **Where the information is stored:** Outside Australia	**Terms of Use / Privacy Policy** https://campuspress.com/docs/privacy-policy/ https://edublogs.org/terms-of-service/

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Name	Category	Information provided:	Terms of Use / Privacy Policy
G Suite Core Services (like Gmail, Calendar, and Classroom) and Additional Services (like YouTube, Maps, and Blogger). https://www.google.com	Productivity tools References & Resources	**Information provided:** Student Name, student email, student work, profile or other photos (optional) and videos (if users decide to store videos in Google drive). **How the information is used:** G Suite Core Services (like Gmail, Calendar, and Classroom) and Additional Services (like YouTube, Maps, and Blogger). **Where the information is stored:** Outside Australia	https://gsuite.google.com/terms/education_terms.html?_ga=2.174740843.-875381896.1565147460 https://policies.google.com/privacy?hl=en&gl=au https://edu.google.com/why-google/privacy-security/?modal_active=none
Grammarly https://www.grammarly.com/1	Teaching and Learning References & Resources	**Information provided:** Staff/teacher: Name, email Student: Name, email, work/content. Other data: School name. **How the information is used:** Digital writing assistance. **Where the information is stored:** Outside Australia	https://www.grammarly.com/privacy-policy https://www.grammarly.com/terms
Grok Learning https://groklearning.com/	Teaching and Learning	**Information provided:** Staff/teacher: Name, email and other data Student: Name, email, gender and other data **How the information is used:** Online programming platform. **Where the information is stored:** Within Australia	https://groklearning.com/policies/terms/ https://groklearning.com/policies/privacy/ https://groklearning.com/policies/security/
Literacy Planet https://www.literacyplanet.com/au/	Teaching and Learning Assessment and Reporting	**Information provided:** Staff/teacher: Name, email Student: Name email, work/content Other data: school **How the information is used:** Assign curriculum-aligned interactive games and activities based on students' needs. **Where the information is stored:** Within Australia	https://www.literacyplanet.com/au/about/privacy-policy/schools-terms/ https://www.literacyplanet.com/au/about/privacy-policy/
Lumie Labs https://lumielabs.eb.com/	Teaching and Learning References & Resources	**Information provided:** Staff/teacher: Name, email Student: Name, email, work/content, geolocation data, grades or performance data Other data: school **How the information is used:** This service uses digital storytelling to help students become improved collaborators, communicators and media-savvy consumers with critical-thinking skills **Where the information is stored:** Outside Australia	https://corporate.britannica.com/privacy.html https://corporate.britannica.com/termsofuse.html
Mathletics https://www.mathletics.com/au/	Mathematics Teaching and learning	**Information provided:** Student Name, school, student email, student password, class details, student work and student performance. **How the information is used:** Provides students with access to online maths learning tool and online maths competitions.	http://www.3plearning.com/privacy/ https://www.3plearning.com/terms/

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Mathletics continued…		**Where the information is stored:** Outside Australia	
Name MathsOnline https://www.mathsonline.com.au	**Category** Teaching and Learning	**Information provided:** Staff/teacher: Name, email Student: Name, grades or performance data Other data: school **How the information is used:** A K-12 online mathematics service that guides students lesson by lesson. **Where the information is stored:** Within Australia	**Terms of Use / Privacy Policy** https://www.mathsonline.com.au/privacy-policy
Name Mathspace for Schools https://mathspace.co/au	**Category** Mathematics Teaching and Learning	**Information provided:** Student username, student password, student Name, student email, school, class details, student work/content, geolocation (country only), grades or performance, parent name and parent email. **How the information is used:** Enables students to participate in viewing instructional videos and practice examples to assist in the development of mathematical concepts. **Where the information is stored:** Outside Australia	**Terms of Use / Privacy Policy** https://mathspace.co/terms-of-use https://mathspace.co/au/privacy-policy
Name OLNA WA https://olnawa.com.au/	**Category** Teaching and Learning	**Information provided:** Staff/teacher: Name, email Student: Name, email, work/content **How the information is used:** OLNA preparation and practise **Where the information is stored:** Within Australia	**Terms of Use / Privacy Policy** https://olnawa.com.au/privacy-policy/ https://olnawa.com.au/terms-conditions/
Name Planbook https://planbook.com/#home	**Category** References & Resources	**Information provided:** Staff/teacher: Name and email Student: Name, email, date of birth, attendance, photos or videos and grades or performance data Parent: contact information **How the information is used:** Online teacher lesson planning and grading. **Where the information is stored:** Outside Australia	**Terms of Use / Privacy Policy** https://planbook.com/help/privacy.html https://planbook.com/help/terms.html
Name Smiling Mind https://www.smilingmind.com.au Smiling Mind continued…	**Category** Mental Health	**Information provided:** Student Name, student email, date of birth, school, class details, school year, behaviour and gender. **How the information is used:** This is a mindfulness meditation to assist in good mental health practices. **Where the information is stored:** Within Australia	**Terms of Use / Privacy Policy** https://www.smilingmind.com.au/privacy-policy https://www.smilingmind.com.au/collection-notice
Name Soundtrap https://www.soundtrap.com/edu/ Soundtrap continued…	**Category** Teaching and Learning	**Information provided:** Staff/teacher: Name, email, other data Student: Name, email, work/content, photos or videos Parent: Name, contact information, financial data, other data *(list if provided)* **How the information is used:** Creative sound recording.	**Terms of Use / Privacy Policy** https://www.soundtrap.com/legal/privacy/edu https://www.soundtrap.com/legal/terms/creator/world

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		Where the information is stored: Outside Australia	
Name Studyladder https://www.studyladder.com.au/	**Category** Teaching and Learning	**Information provided:** Staff/teacher: Name, email Student: Name, grades or performance data Other data: school, class details, school year **How the information is used:** Online educational activities. **Where the information is stored:** Outside Australia	**Terms of Use / Privacy Policy** https://www.studyladder.com.au/about/terms https://www.studyladder.com.au/about/privacy
Name Survey Monkey https://www.surveymonkey.com/	**Category** Online surveys/Data collection Online forms	**Information provided:** Staff/teacher: Name, email Student: Name, email, work/content These could fall in other data: school **How the information is used:** **Where the information is stored:** Outside Australia	**Terms of Use / Privacy Policy** https://www.surveymonkey.com/mp/legal/terms-of-use/ https://www.surveymonkey.com/mp/legal/privacy/
Name WordFlyers https://wordflyers.com.au/	**Category** Teaching and Learning Literacy	**Information provided:** Student: Name and email Other data: school, class details, school year, student username **How the information is used:** Online literacy program for Years 7-10 **Where the information is stored:** Within Australia	**Terms of Use / Privacy Policy** https://wordflyers.com.au/privacy https://wordflyers.com.au/terms
Name Worldbook Online https://www.worldbookonline.com	**Category** Insert categories e.g. Teaching and Learning References & Resources	**Information provided:** School telephone number and school Name. **How the information is used:** Enables students to access information on thousands of topics and provides supplemental links, videos, and other resources. **Where the information is stored:** Outside Australia	**Terms of Use / Privacy Policy** https://international.worldbook.com/data-protection/

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I consent to my child's information being provided, if required, to each of the above service providers until the end of his/her schooling at North Albany Senior High School.

Parent/Guardian Legal **Name**:	Student Legal **Name**:
Date:	Student Year Level:
Signed:	

Further information available:
www.education.wa.edu.au/web/policies/-/students-online-in-public-schools-policy/

Please note that while every reasonable effort is made by schools and the Department to prevent student exposure to inappropriate online content when using Department provided online services, it is not possible to eliminate the risk of such exposure.

You should be aware that the Department has the right to review, audit, intercept, access and disclose messages created, received or sent over Department online services. Logs of email transactions and internet access data are kept for administrative, legal and security purposes and may be monitored. Similar to other corporate records, emails and internet access records are discoverable in the event of legal action and are subject to provisions of the Freedom of Information Act 1992. (www.foi.wa.gov.au)

You should also be aware that general internet browsing not conducted via the Department's network is not monitored or filtered by the Department. The Department encourages close family supervision of all internet use by children in locations other than school, and strongly recommends the use of appropriate internet filtering software. Advice on managing internet use at home can found on the Office of the E-Safety Commissioner website (www.esafety.gov.au/iparent).

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