



Privacy and Personal Information

Your privacy is respected by the College. Privacy laws protect any personal information we collect from you.

1. The College collects personal information, including sensitive information about pupils and parents or guardians before and during the course of a pupil's enrolment at the College. The primary purpose of collecting this information is to enable the College to provide schooling for your son.
2. Some of the information we collect is to satisfy the College's legal obligations, particularly to enable the College to discharge its duty of care.
3. Certain laws governing or relating to the operation of schools require that certain information is collected. These include Public Health and Child Protection laws.
4. Health information about pupils is regarded as sensitive information under the Privacy Act. We may ask you to provide medical reports about pupils from time to time.
5. The College, from time to time, may disclose 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, sports coaches and volunteers.
6. Personal information collected from pupils is regularly disclosed to their parents or guardians. On occasion information such as academic and sporting achievements, pupil activities, pupil birthdays and other news is published in College newsletters, magazines and on our website.
7. Photographing and filming of students, staff and parents involved in College related activities, or for training and professional development purposes, may form part of College publications and specific education-related activities.
8. Parents may seek access to personal information collected about them and their son by contacting the College. Pupils may also seek access to personal information about them. However, there will be occasions when access is denied. Such occasions would include where access would have an unreasonable impact on the privacy of others, where access may result in a breach of the College's duty of care to the pupil, or where pupils have provided information in confidence.
9. The College from time to time engages 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 College'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.
10. We may include your contact details in a class list and College directory.
11. If you provide the College with the personal information of others, such as doctors or emergency contacts, we encourage you to inform them that you are disclosing that information to the College and why, that they can access that information if they wish and that the College does not usually disclose the information to third parties.

