



What online learning tools will be used by our school?

Our school uses a variety of online services and applications (online services) to support and enhance our students' educational experiences during remote and flexible learning or onsite at school to create a high quality and innovative learning environment. Our school uses online services for:

1. Teaching and Learning
2. Communication and engagement with parents
3. Student administration
4. School managers
5. Complying with legal requirements
6. Other purposes stated in the DET School's Policy.

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

Our school collects, uses, discloses and stores student and personal information on these online services for these purposes or where permitted by law. Where appropriate, school staff or service providers may access information in online services for those permitted purposes. For example; when the service provider provides technical support. Please click to this link to read important [privacy information for parents, guardians and carers](#)

How Do we protect Personal and other Information?

Victorian Privacy laws require schools to handle personal and health information in accordance with the appropriate principles such as the [Information Privacy Principles](#).

Our school take steps to ensure data is securely handled, such as: privacy assessments, contractual arrangements and monitoring. We also educate students on cyber safety so they can have positive online experiences.

What content and materials will be shared through the online services?

Students may have the ability to create, store and share any school work related content, such as photographs, audio, video recordings, and non-classroom related information. Where this work contains personally identifiable information of students or others, we will guide students on how to handle it safely and respectfully, and to seek appropriate permissions.

What school polices and support apply to these services?

The following school policies and documents apply: [DET school's Privacy Policy](#),

[Privacy enrolment collection](#), [wellbeing and student engagement policy](#) ,

[Digital technologies policy](#), [Primary School Privacy information](#) , [Photograph and Filming Policy](#)

These will be used to inform the school community on acceptable behaviours. Our school policies are available from Ardeer.south.ps@education.vic.gov.au

If you wish to request access to your or your child's information, or have any questions, please contact:

Principal Ardeer South Primary School

Stuart Telford

03 93632768

Online Services

Online Service	Purpose	Information Type	Data Storage Location	Accounts
Compass	*Parent communication *Teaching and learning *Student administration *School Management	Student full name Student year level Student class Student DOB Student photo Student ATSI status Student health and welfare Student behavioural information Student assessment Ecases ID Parent details	Victoria, Australia	Student Teacher Administrator Parent
Showbie	used to upload and share student lessons, assignments with the teacher. Teachers can provide comments and grades for students' work.	Student first and last name Student year level Student class Student class work	Data is stored in USA and Canada For more information see the following link: showbie data	Teacher
Oars ACER	Assessment: Numeracy and Reading	Student first name and last name	Victoria, Australia	Teacher

		Student Year level Student class Student date of birth Student gender Student assessment		
Essential Assessment	Assessment: Numeracy and Literacy	Student first and last name Student date of birth Student year level Student class Student Assessment	Supplier's cloud hosting which has servers located in Darling Harbour, NSW From their Privacy Policy https://www.essentialassessment.com.au/privacy/ <i>We hold Personal Information both in hard copy form and electronically at our premises with various service providers that assist us with storing the Personal Information we collect. Electronic information is backed up on a secure server that, to the best of our knowledge, is located in Australia and administered by Digital Pacific in Sydney, NSW.</i> Central DET has worked with Essential Assessment to complete a privacy and security self-assessment. Essential Assessment provided satisfactory responses.	Teacher Student
Matific	Mathematics	Student First name (and initial) Student year level Student class work Student assessment	Australia	Teacher Student
Wushka	Reading	Student first name (and initial) Student reading level & books in that level	Australia	Teacher Student

