



Seem to be

WISDOM FAITH & KNOWLEDGE

This Policy details how we protect your privacy and how we comply with the requirements of the Privacy Act and the Australian Privacy Principles.

Carmel School (the School) collects personal information, including sensitive information about students and parents/guardians before and during the course of a student's enrolment at the School. The primary

Form). However, we often also receive personal information by email, letters, notes, over the telephone, in face to face meetings, through financial transactions and through surveillance activities such as the use of CCTV security cameras or email monitoring.

We may also collect personal information from other people (e.g. a personal reference) or independent sources (e.g. a telephone directory), however we will only do so where it is not reasonable and practical to collect the information from you directly.

When you provide the School 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 School and

another permitted general situation (such as locating a missing person) or permitted health situation (such as the collection of health information to provide a health service) exists.

If we do not have the relevant consent and a permitted health situation or permitted general situation does not exist, then we may still collect sensitive information provided it relates solely to individuals

government departments, medical practitioners, and people providing services to the School, including specialist visiting teachers, sports coaches and contracted service providers and volunteers.

The School from time to time engages in fundraising activities. Information received from you may be used to make an appeal to you. We will not disclose your personal information to third parties for their own marketing purposes without your consent

Personal information collected from students is regularly disclosed to their parents or guardians. On occasion, information such as academic and sporting achievements, photographs, student activities and other news is published in newspapers, School newsletters, magazines, on our website and on staff controlled social media. If you do not agree to this and you have not already advised the School via the Image Release Form, you must advise us in writing .

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