

Privacy Policy – Standard Collection Notice

Westminster 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 purpose of collecting this information is to enable the School to provide schooling and educational services for your son/daughter.

1. Some of the information we collect is to satisfy the School’s legal obligations, particularly to enable the School to discharge its duty of care.
2. Certain laws governing or relating to the operation of schools require that certain information is collected. These include Public Health and Child Protection laws.
3. Health information about students is sensitive information within the terms of the Australian Privacy Principles under the Commonwealth Privacy Act (as amended).
4. The School 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 School, including specialist visiting teachers, sports coaches and volunteers.
5. If we do not obtain the information referred to above, we may not be able to enrol or continue the enrolment of your son/daughter.
6. Personal information collected from students is regularly disclosed to their parents/guardians. On occasions information (written or photographic) such as academic and sporting achievements, student activities and other news is published in School newsletters, magazines, on our website and used for publicity purposes.
7. Parents/guardians may seek access to personal information collected about them and their son/daughter by contacting the School. Students 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 School’s duty of care to the student, or where students have provided information in confidence.
8. The School 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 School’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.

This Collection Notice is to be read in conjunction with the School’s Privacy Policy which is available on the School’s internet site, www.westminster.sa.edu.au, or from the School office.