



Moonee Ponds Primary School

respect • optimism • care • collaboration

Privacy and Digital Systems at MPPS

Privacy Information During the ordinary course of your child's attendance at our school, school staff will collect your child's personal and health information when necessary to educate your child, or to support your child's social and emotional wellbeing or health in the school context.

Such information will also be collected when required to fulfil a legal obligation, including duty of care, anti-discrimination law and occupational health and safety law. If that information is not collected, the school may be unable to provide optimal education or support to your child or fulfil those legal obligations. For example, health information may be collected through the school nurse, primary welfare officer or wellbeing staff member. If your child is referred to a specific health service at school, such as a Student Support Services officer, the required consent will be obtained.

Our school also collects information provided by parents and carers through the School Entrance Health Questionnaire (SEHQ) and the Early Childhood Intervention Service (ECIS) Transition Form. Our school may use online tools, such as apps and other software, to effectively collect and manage information about your child for teaching and learning purposes, parent communication and engagement; student administration; and school management purposes. Included in this document are the digital systems currently in use at MPPS.

When our school uses these online tools, we take steps to ensure that your child's information is secure. If you have any concerns about the use of these online tools, please contact us. School staff will only share your child's personal or health information with other staff who need to know to enable the school to educate or support your child or fulfil a legal obligation. When our students transfer to another Victorian government school, personal and health information about that student will be transferred to that next school. Transferring this information is in the best interests of our students and assists that next school to provide optimal education and support to students.

In some limited circumstances, information may be disclosed outside of the school (and outside of the Department of Education and Training). The school will seek your consent for such disclosures unless the disclosure is allowed or mandated by law.

Our school values the privacy of every person. When collecting and managing personal and health information, all school staff must comply with Victorian privacy law. For more information about privacy including how to access personal and health information held by the school about you or your child, see our school's privacy policy:









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

Throughout this notice, 'staff' includes principals, teachers, Student Support Service officers, youth workers, social workers, nurses and any other allied health practitioners and all other staff at our school. This includes employees, agents and service providers (contractors) of the Department, whether paid or unpaid.

Digital Systems in use at MPPS

Privacy: Collection, use and sensitive information

In Victorian government schools the management of 'personal information' and 'health information' is governed by the Privacy and Data Protection Act 2014 (Vic) and Health Records Act 2001 (Vic) (collectively, Victorian privacy law). This document outlines digital programs at MPPS and the collection and use of information by third party software providers. Should you have further questions, please speak with the Principal.

Name	Purpose	Collection, use and sensitive information
	<p>Compass is our main way to communicate with families. Compass is used for emails, newsfeeds and announcements and communication between home and school. https://mpp-vic.compass.education/</p>	<p>Name of Organisation: Compass Education Pty Ltd Storage of information: Proprietary & dedicated Compass Hardware (stored in Australia) Contact details: legal+au@compass.education Privacy policy: https://sites.google.com/a/jdlf.com.au/policies/privacy</p>
	<p>Cisco WebEx Meetings is the platform used for class meetings, small group conferences and MVIMP music lessons during remote learning. https://eduvic.webex.com/meet/(see teacher details)</p>	<p>ACCESS through DET</p>
<p>CLASS BLOGS</p> <p>All classes at MPPS have a blog where the class can interact with the broader world. These are a key feature of our learning community.</p> <p>MPPS Blogs</p>	<p>Class blogs are the platform used to communicate with students/families during remote learning and showcase work and learning through posting work/images and commenting on the blog. www.mpp.vic.edu.au/our-school/class-blogs/</p>	<p>Name of Organisation: Incsub, LLC (Campus Press) Storage of information: Cloud Computing Services - Amazon Web Services (AWS) – hosted in Asia Pacific (Sydney) Region Contact details: contact@campuspress.com Privacy policy: https://incsub.com/privacy-policy</p>
	<p>All students have an Office365 account. They use their email, user name and password to access all applications and media published through Office 365. https://www.office.com/</p>	<p>ACCESS through DET</p>
	<p>All students in Foundation to Year 2 have been given access to ABC's Reading Eggs resource to supplement our literacy program. https://sso.readingeggs.com/login</p>	<p>Name of Organisation: Blake eLearning Storage of information: Amazon Web Services (AWS) Contact details: apo@blake.com.au Privacy policy: https://readingeggs.com.au/privacy/</p>
	<p>Class Creator software is used to help create balanced classes at the end of each school year. This software enables the school to track pairing, separation, gender balance and balance of student needs in each class. https://www.classcreator.com.au/</p>	<p>Name of Organisation: Pidgeonhole Software Pty Ltd Storage of information: Microsoft Azure. (All data is stored in Australia) Contact details: info@classcreator.io Privacy policy: https://www.classcreator.io/privacy-policy/</p>
	<p>The PM eCollection is a platform that re-imagines guided and independent reading for the digital age. This collection of digital books will be used to support guided and modelled/shared reading. https://cengage.com.au/primary/browse-series/pm/pmeollection</p>	<p>Name of Organisation: Nelson – A Cengage Company Storage of information: Amazon Web Services (AWS) (All data is stored in Sydney Data Region, Australia) Contact details: anz.customerservice@cengage.com Privacy policy: https://www.nelsonnet.com.au/legal/privacy</p>
	<p>Fountas and Pinnell digital resources enable teacher access to documents to support the Benchmark Assessment System, and Levelled Literacy Intervention program. No student data is stored in this system. https://resources.fountasandpinnell.com/Login.aspx</p>	<p>Name of Organisation: Heinemann Storage of information: Online Data Management System located in United States of America Contact details: custserv@heinemann.com Privacy policy: https://fpdms.heinemann.com/content/docs/ODMS-PrivacyPolicy-1.pdf</p>
	<p>All students in years 3-6 have access to Mathletics. Mathletics is a platform that is used to support home learning through fun practice and fluency activities and challenge their thinking with problem-solving and reasoning questions. https://www.mathletics.com/au/</p>	<p>Name of Organisation: 3P Learning Limited Storage of information: Microsoft Azure located in Azure East United States (Backup data: West Europe Microsoft Azure) Contact details: privacy@3plearning.com Privacy policy: https://www.3plearning.com/privacy</p>



All students and families will have access to Seesaw. Seesaw is a digital platform used as a digital portfolio of student learning throughout the year. It is designed to strengthen the home-school partnership and give families a glimpse into their child's school day and what we are learning at school.

Name of Organisation: Seesaw Learning, Inc.
Storage of information: Hosted by Amazon Web Services (cloud) in the USA. See: <https://help.seesaw.me/hc/en-us/articles/204472519-Where-is-my-data-stored>
Contact details: help@seesaw.me
Privacy policy: <https://web.seesaw.me/privacy-policy>