

Year 7 – 12

Website Consent Form

(Version 7032024)



Meridan State College uses tools and resources to support student learning, including third party (non-departmental) online services hosted and managed outside of the Department of Education network. Online services, including websites, web applications, and mobile applications, are delivered over the internet or require internet connectivity. Examples may include interactive learning sites and games, online collaboration and communication tools, web-based publishing and design tools, learning management systems, and file storage and collaboration services.

THIS CONSENT FORM IS TO INFORM YOU ABOUT THE THIRD PARTY ONLINE SERVICES USED IN OUR SCHOOL AND HOW YOUR CHILD’S INFORMATION, INCLUDING PERSONAL INFORMATION AND WORKS, MAY BE RECORDED, USED, DISCLOSED, AND PUBLISHED TO THE SERVICES (IF YOU PROVIDE YOUR CONSENT FOR THIS TO OCCUR).

About the online services

After evaluation, the principal has deemed specific third party online services appropriate for school use. These online services are listed on the consent form. Third party online service providers are external to the school, and the services may be hosted onshore in Australia or offshore outside of Australia. Data that is entered into offshore services may not be subject to Australian privacy laws. When considering whether to provide your consent, we encourage you to read the information provided about each online service, including the *terms of use* and *privacy policy*, which outline how information and works will be used and under what circumstances they may be shared.

Student information: The consent collected by the form covers both student personal information (e.g. name, date of birth) and school-based information (e.g., student username, email, year level) as outlined on the form. Where permitted by the service provider, de-identified information will be used and/or efforts will be made to limit the amount of personal information disclosed and stored within online services (e.g., when registering accounts, only mandatory information will be disclosed).

Student works: Works might include materials such as student projects, assignments, portfolios, images, video or audio. Where student works will be created within, stored or published to the online service (in some cases, published information or works will be viewable by the public), this will be indicated in ‘additional consent requirements’ on the form.

Parent information: Where your personal information (e.g. parent email, name, contact details) will be disclosed to the online service, this will be indicated in the ‘additional consent requirements’ on the form.

Purpose of the consent

Third party online services are used for various purposes. The purpose of use for each service is outlined on the form. For example, teachers may use online services with students to support curriculum delivery, complete learning activities and assessment, facilitate class collaboration, and create and publish class work (e.g. projects, assignments, portfolios).

The form records your consent for your child to register accounts, use, and, where specified, publish their work to these services. The form also collects your consent for school staff to collect, store, and transmit information to online services in order to manage school operations and communicate with parents and students.

It should be noted that, in some instances, the school may be required or authorised by the *Education (General Provisions) Act 2006* (Qld) or by law to record, use or disclose the student's personal information or materials without consent.

Voluntary consent provision

It is not compulsory to provide consent. If your consent is not given, this will not adversely affect any learning opportunities provided by the school to your child.

Consent may be limited or withdrawn

You can withdraw your consent at any time by notifying the school in writing (by email or letter). The school will confirm the receipt of your request via email if you provide an email address. You may also limit your consent by providing consent for some, but not all, online services listed on the form. Requests to limit consent in relation to how the 'Information covered by this consent form' and the 'Approved purpose' are applied to a specific service, will be treated as "do not consent", as the school cannot guarantee correct implementation of individual requests. Due to the nature of the internet, it may not be possible for all copies of information (including images and student works that have already been disclosed or published) to be deleted or restricted from use if you request it. The school may remove content that is under its direct control, however, information and works that have already been disclosed and published cannot be deleted, and the school is under no obligation to communicate changes to your child's consent circumstances to online service providers.

Duration of consent

The consent applies for the period of time specified under the 'About the Consent' section on the form. You may review and update your consent at any time by notifying the school in writing (by email or letter). There may be circumstances where the school issues a new consent form to seek additional consent e.g. in the event that new online services are identified for use.

Who to contact

To express a limited consent, withdraw consent or ask questions regarding consent, please contact Stephen Reid, Head of Department Innovation, Technology and Interactive Learning on sreid111@eq.edu.au.

CONSENT

Privacy Notice

The Department of Education, through Meridan State College is collecting the personal information on this survey in order to obtain consent regarding the use of online services. This information and completed survey will be stored securely. Personal information collected during this survey may also be used by or disclosed to third parties by the Department where authorised or required by law. If you wish to access or correct any of the personal information disclosed, or discuss how it has been dealt with, please contact your student's school in the first instance.

The purpose of this form is to inform you about the third party online services used in our school and how student information, including personal information and works, may be recorded, used, disclosed, and published to the services (if you provide your consent for this to occur). This Consent Form is a record of the consent provided.

About the Consent

For each online service listed on subsequent pages, please indicate your choice to **give consent** or **not give consent** for the student information to be disclosed to the online service, in accordance with the approved purpose and time frame as outlined below.

Student Information

Student name (first name and/or last name), Gender, Date of Birth, age, year of birth **AND** the following school-based information (generally, non-identifying attributes*), Student school username, Student school email, Student ID number, School, Year Group, Class, Teacher, Country.

**In cases where registration and/or use requires a combination of school-based information (non-identifying) and personal information, or a combination of school-based information, the school-based information may become identifiable.*

If an online service records, uses, discloses and/or publishes student works, parent information or additional student information (such as photographs of students), not listed above, it will be specified as part of the **additional consent requirements**.

Examples may include: Student assessment, Student projects, assignment, portfolios, Student image, video, and/or audio recording, Sensitive information (e.g., medical, well-being), Name and/or contact details (e.g. email, mobile phone number) of student's parent.

Approved Purpose

To record your consent for the recording, use, disclosure and publication of the information listed above, and any information or student works listed under the 'additional consent requirements', and to transfer this information and works within Australia and outside of Australia (in the case of offshore services) to the online service providers for the following purposes:

- For your child to register an account for the online services

- For your child to use the online services in accordance with each service's *terms of use* and *privacy policy* (including service provider use of the information in accordance with their *terms of use* and *privacy policy*)
- For the school to:
 - administer and plan for the provision of appropriate education, training and support services to students, and
 - manage school operations and communicate with parents and students.

Time frame

The consent granted by this form is for the duration of the student's current phase of learning (i.e. Years P-6, 7-12). Consent is obtained upon enrolment, however, there may be circumstances where our school issues a new consent form to seek additional consent e.g., in the event that new online services are identified for use.

SERVICE NAME: STILE EDUCATION

URL: <https://stileapp.com/>

Data Hosting: Onshore (in Australia)

Purpose of use: Stile allows teachers to create 'learning journeys' for classes and individual students and review analytics of student progress. Teachers can choose from a range of curriculum aligned Science lessons, news stories and interactive investigations to build scientific literacy.

Terms of use: <https://stileeducation.com/other/terms/>

Privacy policy: <https://stileeducation.com/other/privacy/>

SERVICE NAME: TURNITIN

URL: <https://www.turnitin.com/>

Data Hosting: Offshore (outside of Australia)

Purpose of use: Turnitin is plagiarism detection software. No student accounts are created for the use of this website. Student work is analysed by detection software for similarity to other sources.

Terms of use: <https://www.turnitin.com/terms-of-use-website>

Privacy policy: <https://help.turnitin.com/Privacy and Security/Privacy and Security.htm>

SERVICE NAME: CAMPION

URL: <http://myconnectshop.campion.com.au/>

Data Hosting: Onshore (in Australia)

Purpose of use: Campion delivers Ebooks and digital resources

Terms of Use: <https://www.campion.com.au/terms-conditions/>

Privacy policy: <https://www.campion.com.au/privacy-policy/>

SERVICE NAME: CLICKVIEW

URL: <https://www.clickview.com.au/>

Data Hosting: Onshore (in Australia)

Purpose of use: ClickView curates the best educational videos from renowned content providers and free-to-air TV channels.

Terms of Use: <https://www.clickview.com.au/terms-and-conditions/>

Privacy policy: <https://www.clickview.com.au/privacy-policy/>

SERVICE NAME: MICROSOFT FORMS

URL: <https://www.microsoft.com/en-us/microsoft-365/online-surveys-polls-quizzes>

Data Hosting: Offshore (Outside Australia)

Purpose of use: To create surveys, quizzes and polls.

Terms of Use: <https://www.microsoft.com/en-us/legal/terms-of-use>

Privacy policy: <https://privacy.microsoft.com/en-us/privacystatement>

THIS CONSENT FORM IS TO BE COMPLETED BY: PARENT/CARER OR STUDENT OVER 18 YEARS

Printed forms only:

This consent form is being completed for:

| | |
|---------------------------|--|
| Student First Name | |
| Student Last Name | |

By signing the form, I agree:

- I have read all information within this form.
- I have had the opportunity to ask questions about it and any questions that you have asked have been answered to your satisfaction.
- I consent for the information outlined in this form, and any additional consent requirements listed, to be disclosed to the online services in accordance with the approved purpose and time frame as per your nominated response option.

| | | | |
|------------------|----------------|--|-------|
| Parent/Carer (*) | Name: | | |
| | Phone number: | | |
| | Email address: | | |
| | Signature: | | Date: |

