

TRENTHAM DISTRICT PRIMARY SCHOOL NO 1588

Online Services at Trentham District Primary School

(Updated March 2023)

What type of online services are used at our school?

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

- o teaching and learning
- o communication and engagement with parents
- o student administration
- o school management
- o complying with legal requirements
- o supporting students' social and emotional wellbeing, and health
- o supporting policy in relation to student education and wellbeing
- o other purposes stated in the Schools' Privacy Policy.

The online services used at our school are:

| Online service | Whose and what information | Why this information is collected | Data storage location & service provider privacy policy |
|-------------------|---|---|---|
| Sentral | Student details: first name, surname, year level, class, school name, age, DOB, school email address, gender, Aboriginal Torres Strait Islander (ATSI) and English as a second language (ESL) status. CASES21 ID. Timetable and attendance information. Student reports and assessment results. Notes on student work, wellbeing, attendance, and behaviour. Medical details. Profile photo of student. | Sentral provides schools with a single platform for school and student administration functions, such as financial management, timetabling, attendance, student assessment and reporting, communicating with parents and students, making reasonable adjustments for students with disabilities and other conditions, and fulfilling legal requirements such as duty of care. | Australia Privacy Policy - Sentral |

| | Photos/video of student work or students engaging in tasks where no individual student is recognisable. Parent/carer details: first name, surname, home address, school name, email address, home and mobile number. Emergency contact details for students. Information about parent/carer access. | | |
|---|--|--|--|
| Skoolbag | Parent first and last name; email address: Student first name and class Student and parent IP address. Geolocation. Photographs, videos, documents, drawings or audio files. Photos/video of student work or students engaging in tasks. | School communication platform that engages parents by sharing classroom updates and student work via photos, videos and messages. | QLD, Australia |
| Maths Online | Student first, last name; year level; CASES ID; gender; DoB; Class: Teacher first and last name, email address Student responses to online learning, tests, and academic results. | Provides students with access to online maths learning tool. Enables teachers to track and assess student progress and tailor further learning. | Stored securely in Australia. Data managed by AC3 (Australian Centre for Advanced Computing and Communication Pty Ltd) |
| SPA Platform SREAMS (Orchard Downs Pty. Ltd.) | Student first, last name; year level; CASES ID; gender; DoB; Class; DI funding; EAL; standardised test results | SPAplatform is a secure web- based software tool for schools to analyse, display and communicate student assessment data. | Located in Australia within enterprise- grade hosting facilities. Multiple geographically separated data replicas and hosting environments to minimise the risk of data loss or outages. |
| ACER - PAT | Student first, last name; year level; CASES ID; gender; DoB; Class: | Assessment of student learning in literacy and numeracy | Australia |

| | Teacher first and last name, email address | | |
|---|---|--|---|
| Essential Assessments | Student first, last name; year level; CASES ID; gender; DoB; Class: Teacher first and last name, email address | Assessment of student learning in numeracy as well as provision of classroom learning activities. | Australia |
| Google Workspace for Education | Student details: First name, surname, year level, class name, school name, and country or state. Student responses to learning tasks and assessment. Staff details: First name, surname and education mail address, school name and address, and photo or avatar (if using) | a centralised platform for teaching and learning activities access to real-time collaboration tools remote access via any device accessibility settings to tailor to each student's unique learning style allows students to develop digital citizenship skills in a controlled environment a reduction in hardware maintenance costs as GWfE utilises cloud services | Data is stored in data centres located in the USA, Chile, Taiwan, Singapore, Ireland, Netherlands, Finland, Belgium and others. For full list, refer to https://cloud.google.com/terms/cloud-privacy-notice |
| Rumble's Quest | Student first, last name; year level; CASES ID; gender; ATSI status; DoB; Class: Teacher first and last name, email address | measure student wellbeing through a range of measures similar to AtoSS | Griffith Uni, QLD |
| Typing Club | First Name, User Name, Last Name, Password, Class, Grade, School | Learn to touch type quickly and efficiently | servers located in the United States |
| Code.org | username, password, course progress | Code.org® is a US-based charitable nonprofit dedicated to expanding access to computer science in schools and increasing participation by young women and students from other underrepresented groups. Our vision is that every student in every school has the opportunity to learn computer science. | servers located in the United States |

In addition to the above, and where appropriate or permitted by law, school staff or software providers may access information in online services for other purposes, for example, where the software provider needs access to provide technical support.

Please click this link to read our Privacy Collection Notice.

What content and materials will be shared through the software?

Students may have the ability to create, store and share schoolwork related content, such as photographs, audio and 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.

How do we protect personal and other information?

Personal information will be handled in line with the school's and DET's policies. These include: <u>Schools' Privacy Policy</u>, <u>Cybersafety and Responsible Use of Digital Technologies</u>, <u>Acceptable Use Agreement</u> Digital Learning in Schools and Records Management Policy.

We will help your child to use online learning systems safely by providing them with technical or any other help they need.

You can also assist by:

- having conversations with your child about eSafety
- checking that your child is comfortable raising any issues with you or their teacher
- watching your child when they use the software from home to check if they have any concerns.

Who can I contact if I have questions?

If you wish to request access to your/your child's information, have any questions or concerns regarding your child using any of the online services, or you do *not* want your child to participate, please contact the school to discuss your options.