# Cannonvale
## STATE SCHOOL

## 2023 Year 3 - 6 Online Services Consent Form

### Privacy Notice

The Department of Education, through Cannonvale State School, 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 digital Online Services Consent Form is a record of the consent provided.

**This consent form is to be completed by:**

- **Parent/carer or**
- **Student over 18 years**

### 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)
- Sex/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-3, 4-6, 7-9 and 10-12). Consent is obtained upon enrolment and renewed when students move into a new phase of learning (e.g. minimum every four years) 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.

**Online Services For Which Consent is Requested**

**Service Name: Seesaw**
**URL: http://web.seesaw.me**
**Data Hosting: Onshore (In Australia)**
**Purpose of use: The Seesaw app provides a platform for students and teachers to create, reflect and share their learning processes through digital portfolios.  Through this app, teachers can share photos, videos, links and files in private messages to family members to make announcements to the whole class.**
**Terms of use: https://web.seesaw.me/terms-of-service**
**Privacy policy: https://web.seesaw.me/privacy**

Additional consent is being sought for the following reasons:
- Student image, video, and/or recording are stored
- Student works are stored
- The following additional student personal information is disclosed only to the teacher and School Staff Seesaw Administrators: Full Name
- Student information is not able to be viewed by the public

☐     I give consent
☐     I do not give consent

**Service Name: Study Ladder**
**URL: http://www.studyladder.com.au**
**Data Hosting: Offshore (In United States of America)**
**Purpose of use: Study Ladder is an online platform providing study and revision for all subjects.  Teachers use student first name or student ID code only to set up student accounts.  Departmental passwords are not to be used.**
**Terms of use: https://www.studyladder.com.au/about/terms**
**Privacy policy: https://www.studyladder.com.au/about/privacy**

☐     I give consent
☐     I do not give consent

**Service Name: Write That Essay**
**URL: https://www.writethatessay.org/**
**Data Hosting: Onshore (In Australia)**
**Purpose of use: Write That Essay is an explicit, structured program of incremental skill development created by Dr Ian Hunter.  This service is used from Year 4 - 6 and compliments our whole school approach to writing.  This platform allows students and teachers to track their writing progress, receive immediate feedback and set modules of work that target specific skills.**
**Terms of use: https://www.writethatessay.org/writers-toolbox/terms-and-conditions-privacy-policy/**
**Privacy policy: https://www.writethatessay.org/writers-toolbox/terms-and-conditions-privacy-policy/**

☐    I give consent
☐    I do not give consent

**Service Name: Code.org**
**URL: https://code.org/ and https://code.org/educate/applab**
**Data Hosting: Offshore (In the United States of America)**
**Purpose of use: The purpose of Code.org is to learn drag and drop programming through tutorials and exercises.  Teachers create a class with usernames that do not identify the user (student ID code only).  Departmental passwords are not used. Students do not complete profile info. Student information and work will be removed after completion of the subject.**
**Terms of use: https://code.org/tos**
**Privacy policy: https://code.org/privacy**

☐    I give consent
☐    I do not give consent

**Service Name: Grok Academy**
**URL: https://groklearning.com/**
**Data Hosting: Onshore (Australia)**
**Purpose of use: The purpose of Grok Academy is to learn drag and drop programming through self-paced online courses, competitions and activities. Students log in using their secure DoE credentials.**
**Terms of use: https://groklearning.com/policies/terms/**
**Privacy policy: https://groklearning.com/policies/privacy/**

☐   I give consent
☐   I do not give consent

**Consent and Agreement**

By signing the form below, you agree that you:
- have read the explanatory email and all information within this form.
- have had the opportunity to ask questions about it and any questions that you have asked have been answered to your satisfaction.
- 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.

I am the parent/caregiver of _____ (insert student name)

in _____ (insert class).

Full name of consenter: _____

Signature of consenter: _____

Date: _____ / _____ / _____