



## Privacy Policy

### Your Privacy is Important

Federal Privacy Legislation became effective on 21 December 2001. The legislation regulates the way organisations can collect, use, store and disclose personal information. Schools are required to have information management processes and policies in place in accordance with the National Privacy Principles outlined in the legislation.

Fahan School is committed to upholding the right to privacy of all individuals who have interactions with the School. The School will take the necessary steps aimed at ensuring that the personal information shared with us remains confidential. The School endeavours to ensure that the personal information held by the School is accurate, complete and up to date. Individuals may seek to update their personal information held by the School, at any time, by contacting the School.

The School collects personal information pertaining to students, parents and past students, for many different reasons. In most cases, the primary purpose of collection is to enable Fahan to manage the School, to provide education for students and to satisfy the School's legal obligations especially with regard to its duty of care. The primary and secondary purpose of collection will be stated on the information collection forms.

The purposes for which Fahan School uses personal information include:

- To keep parents informed about matters related to their child's education, schooling and welfare through reports, correspondence, newsletters and magazines;
- Day to day administration;
- To satisfy the School's legal obligations and allow the School to discharge its duty of care especially with regard to a student's educational, social and medical well-being;
- Development and fundraising for the School, and
- Other purposes as outlined on individual forms, for example School camps, excursions and Old Scholars' reunions.

Individuals have the right to obtain access to their personal information held by the School. To make a request to access any information that the School holds about your child, please contact the Principal in writing.

The School's Privacy Policy is published on our website ([www.fahan.tas.edu.au](http://www.fahan.tas.edu.au)).