

Dear Parents and Carers,

Our school provides access to Department of Education online services. These enhance the contemporary learning opportunities available to students and the range of teaching tools available to staff to deliver the Western Australian Curriculum.

I am writing to seek approval for your child to be given access to these online services.

The Department's online services currently provide students with access to:

- individual email and calendar accounts;
- the internet, with all reasonable care taken by central office and schools to monitor and control students' access to websites while at school;
- online teaching and learning services such as Connect, web-conferencing and digital resources;
- online file storage and sharing services; and
- these online services at locations other than school.

If you agree to your child using these online services, please sign the Acceptable Use Agreement form and complete the permission slip attached to this letter. Please explain the content of the *Acceptable Use Agreement* to your child before the permission slip is signed.

Please note that while every reasonable effort is made by schools and the Department to prevent student exposure to inappropriate online content when using Department provided online services, it is not possible to completely eliminate the risk of such exposure.

You should be aware that the Department has the right to review, audit, intercept, access and disclose messages created, received or sent over Department online services. Logs of email transactions and internet access data are kept for administrative, legal and security purposes and may be monitored. Similar to other corporate records, emails and internet access records are discoverable in the event of legal action and are subject to provisions of the [*Freedom of Information Act 1992*](#). (www.foi.wa.gov.au)

You should also be aware that general internet browsing not conducted via the Department's network is **not** monitored or filtered by the Department. The Department encourages close family supervision of all internet use by children in locations other than school, and strongly recommends the use of appropriate internet filtering software. Advice on managing internet use at home can found on the Office of the E-Safety Commissioner website (www.esafety.gov.au/iparent).

Yours sincerely

Trevor Mitchell
Principal

PERMISSION FOR STUDENTS TO HAVE AN ONLINE SERVICES ACCOUNT

Student's first name: _____

Student's last name: _____

School: Hillarys Primary School _____

Year / Room: _____

Parent

☐ I give permission for my child to have an online services account.

☐ I DO NOT give permission for my child to have an online services account.

I understand and agree that my child has responsibilities when using the online services provided at school for educational purposes, in accordance with the Acceptable Use Agreement for school students.

I also understand that if my child breaks any of the rules in the agreement that the principal may take disciplinary action in accordance with the Department's *Student Behaviour Policy and Procedures*.

Name of parent: _____

Signature of parent: _____ Date: _____

Note: While every reasonable effort is made by schools and the Department of Education to prevent student exposure to inappropriate online content when using the Department's Online Services, it is not possible to completely eliminate the risk of such exposure. The Department cannot filter internet content accessed by your child from home or from other locations away from the school. The Department recommends the use of appropriate internet filtering software at home.

Office use only:

Processed on: / / by (initials):

Note: *This agreement should be filed by the school.*

NOTIFICATION TO DISCLOSE PERSONAL INFORMATION TO THIRD PARTY SERVICES (NOTIFIED)

The following third party services are being used in our school. Please contact the school if you have any queries.

Name of Service	Type of service	What do I need to know	Further information
Name iDoceo https://www.idoceo.net/index.php/en/	Category Teaching and Learning Assessment	Information Provided Student: name, home address, telephone, email, date of birth, work/content, attendance, photos or videos, grades or performance data, other data Parent: name, contact information How the information is used: Lesson planner and assessments Where the information is stored: Within Australia	Terms of Use / Privacy Policy https://www.idoceo.net/index.php/en/?option=com_content&view=article&id=172
Name PaperCut Cloud https://www.papercut.com/	Category Print Management	Information provided: Student name and school. How the information is used: Printing management. Where the information is stored: Within Australia Outside Australia	Terms of Use / Privacy Policy https://www.papercut.com/privacy-policy/ https://views.papercut.com/terms-of-service/
Name Passtab https://passtab.com	Category Student and visitor management system	Information provided: Student name, student email, date of birth, school, class details, school year, attendance (late arrivals and early leavers), profile or other photos (visitor option) and medical or health (sick bay visits option). How the information is used: This is a visitor and student management system. Where the information is stored: Within Australia	Terms of Use / Privacy Policy https://passtab.com/privacy.html
Name SmartSuite https://www.functionalsolutions.com.au/SmartSuite	Category References and resources	Information provided: Student Username, student name, date of birth, school, class details, school year, profile or other photo and gender. How the information is used: Library management system Where the information is stored: Within Australia	Terms of Use / Privacy Policy https://www.functionalsolutions.com.au/TsandCs
Stile https://stileeducation.com/	Category References and resources Interactive science	Information provided: Student name (optional), student email (optional), school, class details, student work, attendance (optional), grades or performance (optional) and videos (optional). How the information is used: This service provides science lessons for use in year 5 - 6 classrooms. Where the information is stored: Within Australia	Terms of Use / Privacy Policy https://stileeducation.com/privacy https://stileeducation.com/security
Name Zoom https://zoom.us/	Category Web conferencing	Information provided: Staff/teacher: name, email, personal information Student: name, email, photos or videos, other data These could fall in other data: school How the information is used: Web conferencing platform. Where the information is stored: Within Australia	Terms of Use / Privacy Policy https://zoom.us/terms https://zoom.us/docs/en-us/schools-privacy-statement.html https://zoom.us/privacy

REQUESTING CONSENT TO DISCLOSE PERSONAL INFORMATION TO THIRD PARTY SERVICES (BUNDLED CONSENT)

The following third party services are being used in our school. These services require us to share some personal information about your child and **require you to provide consent** for each service before we do so.
Please contact the school if you have any queries.

Name of Service	Type of service	What do I need to know	Further information
Name Apple https://www.apple.com/au	Category Teaching and Learning	Information provided: Staff/teacher: name, email Student: name, email, work/content, photos or videos, grades or performance data. Other data: school, class details, school year, student username How the information is used: Includes Apple School Manager, pre-loaded applications and additional modules on a Managed Apple ID. Where the information is stored: Outside Australia	Terms of Use / Privacy Policy https://www.apple.com/au/privacy/ https://school.apple.com/
Name Bebras Challenge https://digitalcareers.csiro.au/Bebras	Category Teaching and Learning	Information provided: Staff/teacher: name, email, Student: name, email, gender, geolocation data, grades or performance data Parent: name, contact information. Other data: school How the information is used: Computational thinking challenge. Where the information is stored: Within Australia	Terms of Use / Privacy Policy https://www.csiro.au/en/About/Access-to-information/Privacy https://www.csiro.au/en/About/Footer/Legal-notice
Name Book Creator https://bookcreator.com/	Category Teaching and Learning	Information provided: Staff/teacher: name and email Student: name, email, work/content, photos or videos and other data) How the information is used: Tool used for creating digital books Where the information is stored: Outside Australia	Terms of Use / Privacy Policy https://bookcreator.com/terms-of-service/ https://bookcreator.com/pp-row/
Name CNAP (including ANA) https://bestperformance.com.au/products/cnap/ https://bestperformance.com.au/products/ana/	Category Teaching and Learning	Information provided: Nominated staff name, nominated staff email, school name, school address, student name, date of birth, class details, school year, student work, attendance (optional), behaviour (optional), profile or other photos (optional), gender, medical or health (optional), grades or performance. How the information is used: CNAP provides educators with an online portal where teachers can analyse a cohort or student's strengths and weaknesses and build Australian Curriculum linked learning plans from this data. Where the information is stored: Within Australia	Terms of Use / Privacy Policy https://bestperformance.com.au/wp-content/uploads/2019/04/Privacy-Policy-April-2019.pdf
Name Code.org https://code.org/	Category Teaching and Learning	Information provided: Staff/teacher: name, email Student: name, email, work/content, photos or videos, gender, other Other data: school, class details, school year, student username How the information is used: Coding, Scripting, Programming; Online learning, Online courses. Where the information is stored: Outside Australia	Terms of Use / Privacy Policy https://code.org/tos
Name Comic Life https://plasq.com/	Category Teaching and Learning	Information provided: Staff/teacher: name, email Student: email Other data: school How the information is used: Comic creation tool.	Terms of Use / Privacy Policy https://plasq.com/support/plasq-com-privacy-policy/

		Where the information is stored: Within Australia Outside Australia	
Name Datahub https://bestperformance.com.au/products/data-hub/	Category Assessment Teaching and learning	Information provided: Staff email, school, student name, date of birth, address, class details, school year, student test results, attendance (optional), behaviour (optional), profile or other photos (optional), gender, medical or health (optional) and grades or performance. How the information is used: Uses standardised tests, participation levels and other factors to develop data driven student improvement strategies and target weaknesses in progression. Where the information is stored: Within Australia	Terms of Use / Privacy Policy https://bestperformance.com.au/wpcontent/uploads/2019/04/Privacy-Policy-April-2019.pdf
Name Education.com https://www.education.com/	Category Teaching and Learning References & Resources	Information provided: Staff/teacher: name, email Student: name, work/content, geolocation data, grades or performance data Parent: name, contact information Other data: school How the information is used: Add shortened description. Where the information is stored: Within Australia Outside Australia	Terms of Use / Privacy Policy https://www.education.com/privacy/?cid=11.2192 https://www.education.com/terms-of-use/?cid=11.2194
Name Flexischools https://flexischools.com.au/	Category School communication Online ordering and payments	Information provided: Staff/teacher: name, email Student: name, email. Parent: name, contact information, financial data. Other data: school, class details, school year. How the information is used: School communication, Online ordering and payments. Where the information is stored: Within Australia	Terms of Use / Privacy Policy https://www.flexischools.com.au/legal https://prod-marketing-site-assets.s3-ap-southeast-2.amazonaws.com/Legal/PRIVACY-POLICY.pdf
Name G Suite Core Services (like Gmail, Calendar, and Classroom) and Additional Services (like YouTube, Maps, and Blogger). https://www.google.com	Category Productivity tools References & Resources	Information provided: Student name, student email, student work, profile or other photos (optional) and videos (if users decide to store videos in Google drive). How the information is used: G Suite Core Services (like Gmail, Calendar, and Classroom) and Additional Services (like YouTube, Maps, and Blogger). Where the information is stored: Outside Australia but certified by Australian Signals Directory	Terms of Use / Privacy Policy https://gsuite.google.com/terms/education_term_s.html?_ga=2.174740843.-875381896.1565147460 https://policies.google.com/privacy?hl=en&gl=au https://edu.google.com/why-google/privacy-security/?modal_active=none
Name Grammarly https://www.grammarly.com/	Category Teaching and Learning References & Resources	Information provided: Staff/teacher: name, email Student: name, email, work/content. Other data: school How the information is used: Digital writing assistance. Where the information is stored: Outside Australia	Terms of Use / Privacy Policy https://www.grammarly.com/privacy-policy https://www.grammarly.com/terms
Name Grok Learning https://groklearning.com/	Category Teaching and Learning	Information provided: Staff/teacher: name, email and other data Student: name, email, gender and other data How the information is used: Online programming platform. Where the information is stored: Within Australia	Terms of Use / Privacy Policy https://groklearning.com/policies/terms/ https://groklearning.com/policies/privacy/ https://groklearning.com/policies/security/
Name Hopscotch https://www.gethopscotch.com/	Category References & Resources	Information provided: Staff/teacher: name, email Student: email, work/content Other data: school, school year, student username How the information is used: Coding app designed to teach coding principles.	Terms of Use / Privacy Policy https://www.gethopscotch.com/terms https://www.gethopscotch.com/privacy-policy

		Where the information is stored: Outside Australia	
Name Jamf School formerly known as Zuludesk https://www.jamf.com/products/jamf-school/	Category Mobile device management	Information provided: Staff/teacher: name, email and personal information Student: name and email How the information is used: Apple Mobile Device Management Where the information is stored: Outside Australia	Terms of Use / Privacy Policy https://www.jamf.com/privacy/ https://www.jamf.com/terms-of-use/
Name Kapture Photography https://www.kapture.com.au	Category School Photography	Information provided: School name, student unique identifier number for purchasing from vendor website, student name, student class details, school year and profile or other photos. How the information is used: Enables parents to purchase their child/ren and class/special group photos. Photos are also provided to schools for school database/archives. Where the information is stored: Australia	Terms of Use / Privacy Policy Nil
Name Kiddo Challenge https://kiddo.edu.au/kiddo-challenge-0	Category Teaching and Learning	Information provided: Staff/teacher: name, email Student: name, date of birth, gender, grades or performance data. Parent: name, contact information Other data: school How the information is used: Online Fundamental Movement Skill Assessment and Reporting tool. Where the information is stored: Within Australia	Terms of Use / Privacy Policy https://kiddo.edu.au/privacy-policy https://kiddo.edu.au/terms-and-conditions-0
Name Kodable https://www.kodable.com/	Category Teaching and Learning	Information provided: Staff/teacher: name, email Student: work/content, grades or performance data Parent: contact information Other data: school How the information is used: Programming platform Where the information is stored: Outside Australia	Terms of Use / Privacy Policy http://resources.kodable.com/KodablePP.pdf http://resources.kodable.com/KodableTOS.pdf
Name Literacy Planet https://www.literacyplanet.com/au/	Category Teaching and Learning Assessment and reporting	Information provided: Staff/teacher: name, email Student: name email, work/content Other data: school How the information is used: Assign curriculum-aligned interactive games and activities based on students' needs. Where the information is stored: Within Australia	Terms of Use / Privacy Policy https://www.literacyplanet.com/au/about/privacy-policy/schools-terms/ https://www.literacyplanet.com/au/about/privacy-policy/
Name Mathletics https://www.mathletics.com/au/	Category Mathematics Teaching and learning	Information provided: Student name, school, student email, student password, class details, student work and student performance. How the information is used: Provides students with access to online maths learning tool and online maths competitions. Where the information is stored: Within Australia	Terms of Use / Privacy Policy http://www.3plearning.com/privacy/ https://www.3plearning.com/terms/
Name Mathseeds https://mathseeds.com.au	Category Mathematics Teaching and learning	Information provided: Student Username and password, student name, student email, school, class details, school year and student work. How the information is used: The program features a variety of lessons and activities. Each lesson is structured to build early mathematical skills. Children can progress at their own level. Where the information is stored: Within Australia	Terms of Use / Privacy Policy https://readingeggs.com.au/terms https://readingeggs.com.au/privacy/ (This is not an error; Blake eLearning is the vendor for both Mathseeds and Reading Eggs)

Name Micro:bit https://microbit.org/	Category Teaching and Learning	Information provided: Staff/teacher: name, email Student: name How the information is used: Learning Tool for Coding, Electronics and Robotics Where the information is stored: Outside Australia	Terms of Use / Privacy Policy https://microbit.org/privacy/ https://microbit.org/terms-of-use/
Name Padlet https://padlet.com/	Category Teaching and Learning References & Resources	Information provided: Student name, school, student work, profile or other photos (optional) and videos(optional). How the information is used: Online "bulletin" board, where students and teachers can collaborate, reflect, share links and pictures. Where the information is stored: Outside Australia.	Terms of Use / Privacy Policy https://padlet.com/about/privacy https://padlet.com/about/terms
Name PAT (ACER) https://www.acer.org/au/pat	Category Assessment and Testing	Information provided: Staff/teacher: name, email, Student: name, date of birth, work/content, gender, grades or performance data, other data Parent: name, contact information How the information is used: Tests to provide objective, norm-referenced information about students' skills and understandings in a range of key areas. Where the information is stored: Within Australia	Terms of Use / Privacy Policy https://www.acer.org/privacy https://www.acer.org/online-terms-of-use
Name Phonics Hero https://www.phonicshero.com	Category Literacy Teaching and Learning	Information provided: Student name, student email, class details, school year and grades or performance. How the information is used: Online phonics learning platform. Containing 850 phonics learning games. Where the information is stored: Outside Australia	Terms of Use / Privacy Policy https://www.phonicshero.com/privacy-policy https://www.phonicshero.com/terms-of-use/
Name Pink Cat Studio https://www.pinkcatstudio.com/	Category Teaching and Learning	Information provided: Staff/teacher: name, email Student: name, grades or performance data Other data: school How the information is used: Educational games and activities. Where the information is stored: Outside Australia	Terms of Use / Privacy Policy https://www.pinkcatstudio.com/privacy-policy https://www.pinkcatstudio.com/terms-of-use
Name Reading Eggs https://readingeggs.com.au	Category Mathematics Teaching and learning	Information provided: Student Username and password, student name, student email, school, class details, school year and student work. How the information is used: Support child's learning to read with online reading games and activities that are easy to follow, self-paced, and engaging for young children. Where the information is stored: Within Australia	Terms of Use / Privacy Policy https://readingeggs.com.au/privacy https://readingeggs.com.au/terms
Name Scholastic Learning Zone https://slz04.scholasticlearningzone.com/slz-portal/#/login2/AUS/en	Category Teaching and Learning Assessment	Information provided: Staff/teacher: name, email Student: name, email, grades or performance data Other data: school How the information is used: Access to educational resources and manage student profiles. Where the information is stored: Within Australia	Terms of Use / Privacy Policy https://www.scholastic.com/privacy.htm https://www.scholastic.com/terms.htm
Name Scholastic Literacy Pro https://au.scholastic.com/en/literacy-pro	Category Teaching and Learning Assessment	Information provided: Staff/teacher: name, email Student: name, email, grades or performance data Other data: school How the information is used: Literacy program including assessment and evaluation. Where the information is stored: Within Australia	Terms of Use / Privacy Policy https://www.scholastic.com/privacy.htm https://www.scholastic.com/terms.htm

Name Seesaw https://web.seesaw.me	Category Teaching and Learning Class communication	Information provided: Student name, student email, school, class details, school year, parent email, parent name, student work, profile or other photos and videos. How the information is used: This service is a digital portfolio and communication platform. Where the information is stored: Outside Australia but certified by Australian Signals Directorate	Terms of Use / Privacy Policy https://web.seesaw.me/privacy-policy https://web.seesaw.me/terms-of-service
Name Smiling Mind https://www.smilingmind.com.au	Category Mental Health	Information provided: Student name, student email, date of birth, school, class details, school year, behaviour and gender. How the information is used: This is a mindfulness meditation to assist in good mental health practices. Where the information is stored: Within Australia	Terms of Use / Privacy Policy https://www.smilingmind.com.au/privacy-policy https://www.smilingmind.com.au/collection-notice
Name Socrative https://www.socrative.com/	Category Student assessment	Information provided: Staff/teacher: name and email Student: name, work/content and grades or performance data How the information is used: A formative assessment tool. Where the information is stored: Outside Australia	Terms of Use / Privacy Policy https://www.socrative.com/privacy/ https://www.socrative.com/terms-of-use/
Name Teach Your Monster to Read https://www.teachyourmonstertoread.com/	Category Teaching and Learning	Information provided: Staff/teacher: name, email Student: name, grades or performance data, Parent: name, contact information Other data: school How the information is used: Phonics and reading game Where the information is stored: Outside Australia	Terms of Use / Privacy Policy https://www.teachyourmonstertoread.com/privacy-policy https://www.teachyourmonstertoread.com/legals
Name Tinkercad https://www.tinkercad.com/	Category Teaching and Learning References & Resources	Information provided: Staff/teacher: name, email, other data) Parent: other data How the information is used: 3D modelling program. Where the information is stored: Outside Australia	Terms of Use / Privacy Policy https://tinkercad.zendesk.com/hc/en-us/articles/360011519353-Tinkercad-Privacy-FAQ https://www.autodesk.com/company/terms-of-use/en/general-terms
Name Topmarks https://www.topmarks.co.uk/	Category Teaching and Learning	Information provided: Student: name, date of birth How the information is used: Online learning through games and activities. Where the information is stored: Within Australia Outside Australia	Terms of Use / Privacy Policy https://www.topmarks.co.uk/PrivacyPolicy https://www.topmarks.co.uk/TermsOfUse
Name Times Tables Rock Stars https://trockstars.com/	Category Teaching and Learning	Information provided: Staff/teacher: name, email, Student: name, date of birth, work/content, gender, other data Other data: school How the information is used: Times tables practise tool. Where the information is stored: Outside Australia	Terms of Use / Privacy Policy https://trockstars.com/page/Terms_and_Conditions https://trockstars.com/page/privacy
Name Twinkl https://www.twinkl.com.au/	Category Teaching and Learning	Information provided: Staff/teacher: name, email Student: name, work/content Parent: name, contact information These could fall in other data: school, student username How the information is used: Educational resources providing schools with digital teaching materials including lesson plans, assessments and interactive activities. Where the information is stored: Outside Australia	Terms of Use / Privacy Policy https://www.twinkl.com.au/page/terms-and-conditions-schools https://www.twinkl.com.au/legal

Name Zones of Regulation: Exploring Emotions App https://www.zonesofregulation.com/index.html	Category References & Resources	Information provided: Student: name, work/content and photos or videos How the information is used: Application to foster self-regulation and emotion control. Where the information is stored: Within Australia	Terms of Use / Privacy Policy http://www.selosoft.com/privacypolicy.html
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I consent to my child's information being provided, if required, to each of the above service providers until the cessation of his/her schooling at Hillarys Primary School.

Parent/Guardian Name:	Student Name:
Date:	Student Year Level:
Signed:	

REQUESTING CONSENT TO DISCLOSE PERSONAL INFORMATION TO THIRD PARTY SERVICES (EXPLICIT CONSENT)

The following third party services are being used in our school. These services require us to share some personal information about your child and **require you to provide consent for each service** before we do so. Please contact the school if you have any queries.

Name of Service	Type of service	What do I need to know	Further information	Consent
Name Planbook https://planbook.com/#home	Category References & Resources	Information provided: Staff/teacher: name and email Student: name, email, date of birth, attendance, photos or videos and grades or performance data Parent: contact information How the information is used: Online teacher lesson planning and grading. Where the information is stored: Outside Australia	Terms of Use / Privacy Policy https://planbook.com/help/privacy.html https://planbook.com/help/terms.html	Consent Status <input type="checkbox"/> Consent <input type="checkbox"/> Do not Consent
Name ReadTheory https://readtheory.org/	Category Teaching and Learning	Information provided: Staff/teacher: name and email Student: name, email and work/content Parent: name and contact information How the information is used: Reading comprehension and writing exercises. Where the information is stored: Outside Australia	Terms of Use / Privacy Policy https://readtheory.org/privacy-policy/ https://readtheory.org/terms-and-conditions/	Consent Status <input type="checkbox"/> Consent <input type="checkbox"/> Do not Consent
Name Sphero Edu https://sphero.com/pages/educators	Category Teaching and Learning References & Resources	Information provided: Staff/teacher: name and email Student: name, email, date of birth, work/content, attendance and photos or videos Parent: name and contact information How the information is used: Computer Programming and Robotics Tutor Where the information is stored: Outside Australia	Terms of Use / Privacy Policy https://edu.sphero.com/child-policy https://sphero.com/pages/terms-of-use	Consent Status <input type="checkbox"/> Consent <input type="checkbox"/> Do not Consent
Name StudyLadder https://www.studyladder.com.au/	Category Teaching and Learning	Information provided: Staff/teacher: name, email and other data Student: name, gender and grades or performance data Parent: name and contact information How the information is used: Online educational activities. Where the information is stored: Outside Australia	Terms of Use / Privacy Policy https://www.studyladder.com.au/about/privacy https://www.studyladder.com.au/about/terms	Consent Status <input type="checkbox"/> Consent <input type="checkbox"/> Do not Consent
Name Sumdog https://pages.sumdog.com/	Category Teaching and learning	Information provided: Staff/teacher: name and email Student: name, work/content and other data, e.g. date of birth How the information is used: Maths and spelling game based learning. Where the information is stored: Outside Australia	Terms of Use / Privacy Policy https://pages.sumdog.com/about_sumdog/privacy_policy/ https://pages.sumdog.com/about_sumdog/terms_of_use/	Consent Status <input type="checkbox"/> Consent <input type="checkbox"/> Do not Consent

I have read the terms of use and privacy policy for each of the websites listed. I understand that my child's personal information, as described above, will be provided to these third party service providers for the purpose of my child's education and that this information may be stored outside of Australia.

Parent/Guardian Name:	Student Name:
Date:	Student Year Level:
Signed:	