

St. Theresa's Primary School

Other Policies & Notices



St Theresa's Primary School Albion - Student Acceleration Policy



St Theresa's Primary School Albion is a school which operates with the consent of the Catholic Archbishop of Melbourne and is owned, operated and governed by Melbourne Archdiocese Catholic Schools Ltd (MACS), where formation and education are based on the principles of Catholic doctrine, and where the teachers are outstanding in true doctrine and uprightness of life.

Learning Brings Hope: A hope that is based on the experience of God's love and care for all (Vision, Horizons of Hope)

Purpose

The Student Acceleration Policy ensures that St Theresa's Albion responds authentically to the needs of gifted students. The Policy sets out the principles and processes to be followed when considering an accelerated learning plan for individual students. It provides a uniform approach to decision-making across all MACS Schools regarding acceleration of students who are gifted; while allowing school-based flexibility in selecting an appropriate acceleration model. To ensure the dual goals of the Melbourne Declaration (2008) of equity and excellence, gifted students must have access to appropriate opportunities to flourish in pursuit of excellence. All decisions must be based upon the specific needs of an individual student.

Scope

- This Policy applies to all students of MACS Schools who are identified as gifted.
- This Policy acknowledges that all students are different and that for some students curriculum differentiation may require the application of acceleration to meet their individual needs.
- Consultation, support and access to resources are available to assist Learning Diversity staff in the Regional Offices in identifying gifted students, assessing specific needs and in making appropriate program recommendations to teachers and practitioners

Rationale

Excellence requires all students including those who are gifted to have access to a curriculum that encourages high expectations. Students who are gifted benefit from rigorous, relevant and engaging learning opportunities (ACARA). A range of acceleration options should be considered to best meet the individual needs of these students. Acceleration generally occurs on entry into school and across year groups from Foundation to Year 10. Consideration should be given to distinctions in individual learning needs, strengths, talents, and interests and to differences in aptitudes across a variety of domains. Decisions to accelerate a student must be based on their best interest.

Acceleration options may include but are not limited to one or a combination of the following:

- Subject-based acceleration – differentiation within one or more curriculum areas
- Year level-based acceleration – for one or more curriculum areas
- Accelerated / Year 13 classes – usually partnered with a university
- Advanced placement (AP) courses – usually offered to a small group / class of students
- Compacted curriculum – usually a whole school decision
- Education courses provided by an outside organisation – usually in lieu of the regular curriculum
- Mentorship / coaching – usually within school time and subject specific

- Multiyear classes – usually two year levels together allowing students to work at either year level

Note. Additional guidelines for selecting and administering these acceleration options may be found in the document *Gifted and Talented Students: A Resource Guide for Teachers in Victorian Catholic Schools* (2019).

Definitions

Acceleration – progressing through the regular curriculum at a faster pace than other students of the same chronological age.

Giftedness – students who exhibit high ability, creativity and task commitment with an intelligent quotient ≥ 130 .

Underachievement – gifted students who are achieving less than their potential

Twice Exceptionality – gifted students who also experience a learning difficulty in one or more areas.

Principles

There are approximately 3.8 million Australians of school age ($\approx 10\%$) who are deemed to be gifted (DET, 2018). Of these, it is estimated that 14% (compared to 4% in the general population) may also have a learning disability (Wormald, 2015). To achieve to their potential, students who are gifted may require enrichment and extension activities together with learning support.

Applying a model of acceleration in addition to other appropriate supports, can empower high- ability students to achieve to excellence.

Students who are gifted are considered to display characteristics at home and school that are significantly above the average for their age. Catholic education is committed to enabling all students to achieve to their potential by providing appropriate opportunities through a range of flexible acceleration options for these students.

The Student Acceleration policy supports the Catholic faith by celebrating each student’s uniqueness and embracing all students as respected and valued members of the learning community. This Policy acknowledges that local pastoral discretion is an important element of decision-making with regard to student acceleration.

The Student Acceleration policy is underpinned by the *Disability Discrimination Act 1992* (Cth) (DDA) and the associated [Disability Standards for Education \(2005\)](#) (Cth).

Procedures

1. Establishment of Acceleration committee

- 1.1 St Theresa’s Albion has established a Committee to review all applications for acceleration.
- 1.2 This Committee consists of Staff in Positions of Leadership. *[drafting note: please update for your School – it recommended this committee include at least three people including the Principal and the learning diversity leader.]*
- 1.3 Detailed minutes of all meetings should be kept ensuring transparency of process.

2. Identification of Student as gifted

- 2.1 Evidence is to be provided of student’s gifted ability in one or more curriculum areas.
- 2.2 Student must have been assessed as having a full scale intelligence quotient of ≥ 130 .
- 2.3 Additional formal assessments are to be sought if appropriate.

- 2.4 For early entry, students must meet the VRQA *Guidelines for the Minimum Standards and Requirements for School Registration* and complete the MACS Enrolment Policy Minimum Age Exemption Application.

3. Recommending decisions

- 3.1 Parents or guardians will be considered as partners during the process.
- 3.2 Where appropriate the student themselves should be involved in the decision-making process
- 3.3 Consideration must be given to any social or emotional effects and cultural needs that may transpire as an outcome of the decision.
- 3.4 A timeframe should be developed to review the effectiveness of the implementation of any acceleration program.
- 3.5 The Principal, having considered fully the views of all stakeholders and in the best interests of the student and School community will make the final recommendation about an appropriate form of acceleration.
- 3.6 Parents or guardians will be advised formally through a documented letter.
- 3.7 Parents or guardians are required to sign a consent form to confirm the proposed acceleration.

4 Right of Challenge of a decision

- 4.1 Parents or guardians should be advised of their rights if they disagree with a decision made by St Theresa's Albion.
- 4.2 Confidentiality, protection of privacy, respect, access, dignity and impartiality should form the basis of any complainant's resolution process.
- 4.3 Initially, concerns should be discussed with the Principal of St Theresa's Albion to resolve the issue (refer to the School's Complaints Handling Policy).
- 4.4 If unresolved, the complaints resolution process should be followed (St Theresa's Albion Complaints Handling Policy).

Note. The best interests of the school community will generally exceed those of any individual.

St Theresa's Primary School Albion

School Privacy Policy



This Privacy Policy sets out how St Theresa's Primary School Albion manages personal information provided to or collected by it.

St Theresa's Albion is bound by the Australian Privacy Principles (APPs) contained in the Commonwealth Privacy Act 1988. In relation to health records, the school is also bound by the Health Records Act 2001 (Vic.) and the Health Privacy Principles in that Act.

St Theresa's Albion may, from time to time, review and update this Privacy Policy to take account of new laws and technology, changes to the school's operations and practices and to make sure it remains appropriate to the changing school environment.

What kinds of personal information does the School collect and how does the School collect it?

St Theresa's Albion collects and holds personal information, including health and other sensitive information, about:

- students and parents and/or guardians ('Parents') before, during and after the course of a student's enrolment at the school including:
 - name, contact details (including next of kin), date of birth, gender, language background, previous school and religion
 - parents' education, occupation and language background
 - medical information (e.g. details of disability and/or allergies, and details of any assistance the student receives in relation to those disabilities, medical reports, names of doctors)
 - conduct and complaint records, or other behaviour notes, school attendance and school reports
 - information about referrals to government welfare agencies
 - counselling reports
 - health fund details and Medicare number
 - any court orders
 - volunteering information (including Working With Children Checks)
 - photos and videos at school events.
- job applicants, staff members, volunteers and contractors, including:
 - name, contact details (including next of kin), date of birth and religion
 - information on job applications
 - professional development history
 - salary and payment information, including superannuation details
 - medical information (e.g. details of disability and/or allergies and medical certificates)
 - complaint records and investigation reports
 - leave details
 - photos and videos at school events
 - workplace surveillance information
 - work emails and private emails (when using work email address) and internet browsing history
- other people who come into contact with St Theresa's Albion, including name and contact details and any other information necessary for the particular contact with the school.

Personal Information you provide

St Theresa's Albion will generally collect personal information held about an individual by way of forms filled out by Parents or students, face-to-face meetings and interviews, emails and telephone calls. On occasions people other than Parents and students (such as job applicants and contractors) provide personal information to the school.

Personal Information provided by other people

In some circumstances St Theresa's Albion may be provided with personal information about an individual from a third party, for example a report provided by a medical professional or a reference from another school. The type of information St Theresa's Albion may collect from another school may include:

- academic records and/or achievement levels
- information that may be relevant to assisting the new school meet the needs of the student including any adjustments

Exception in relation to employee records

Under the Privacy Act, the Australian Privacy Principles do not apply to an employee record. As a result, this Privacy Policy does not apply to the school's treatment of an employee record where the treatment is directly related to a current or former employment relationship between St Theresa's Albion and employee. St Theresa's Albion handles staff health records in accordance with the Health Privacy Principles in the Health Records Act 2001 (Vic.).

Anonymity

St Theresa's Albion needs to be able to identify individuals with whom it interacts and to collect identifiable information about them to facilitate the delivery of schooling to its students and its educational and support services, conduct the job application process and fulfil other obligations and processes. However, in some limited circumstances some activities and interactions with the school may be done anonymously where practicable, which may include making an inquiry, complaint or providing feedback.

How will the School use the personal information you provide?

St Theresa's Albion will use personal information it collects from you for the primary purpose of collection, and for such other secondary purposes that are related to the primary purpose of collection and reasonably expected by you, or to which you have consented.

Students and Parents: In relation to personal information of students and Parents, the school's primary purpose of collection is to enable St Theresa's Albion to provide schooling to students enrolled at the school (including educational and support services for the student), exercise its duty of care and perform necessary associated administrative activities which will enable students to take part in all the activities of the school. This includes satisfying the needs of Parents, the needs of the student and the needs of the school throughout the whole period the student is enrolled at St Theresa's Albion.

The purposes for which St Theresa's Albion uses personal information of students and Parents include:

- to keep Parents informed about matters related to their child's schooling, through correspondence, newsletters and magazines
- day-to-day administration of the school
- looking after students' educational, social and medical wellbeing
- seeking donations and marketing for the school
- to satisfy the school's legal obligations and allow the St Theresa's Albion to discharge its duty of care

- to satisfy the school service providers' legal obligations, including the Catholic Education Commission of Victoria Ltd (CECV) and the Catholic Education Offices.

In some cases where St Theresa's Albion requests personal information about a student or Parent, if the information requested is not provided, the school may not be able to enrol or continue the enrolment of the student or permit the student to take part in a particular activity.

Job applicants and contractors

In relation to personal information of job applicants and contractors, the school's primary purpose of collection is to assess and (if successful) to engage the applicant, or contractor, as the case may be.

The purposes for which St Theresa's Albion uses personal information of job applicants and contractors include:

- administering the individual's employment or contract, as the case may be
- for insurance purposes
- seeking donations and marketing for the school
- satisfying the school's legal obligations, for example, in relation to child protection legislation.

Volunteers

St Theresa's Albion also obtains personal information about volunteers who assist the school in its functions or conduct associated activities to enable the school and the volunteers to work together, to confirm their suitability and to manage their visits.

Counsellors

St Theresa's Albion contracts with external providers to provide counselling services for some students. The principal may require the Counsellor to inform him or her or other teachers of any issues the principal and the Counsellor believe may be necessary for the school to know for the well-being or development of the student who is counselled or other students at the school.

Parish

St Theresa's Albion may disclose limited personal information to the school parish to facilitate religious and sacramental programs, and other activities such as fundraising.

Marketing and fundraising

St Theresa's Albion treats marketing and seeking donations for the future growth and development of the school as an important part of ensuring that the St Theresa's Albion continues to provide a quality learning environment in which both students and staff thrive. Personal information held by the school may be disclosed to organisations that assist in the school's fundraising, for example, the school's foundation or alumni organisation [or, on occasions, external fundraising organisations].

Parents, staff, contractors and other members of the wider school community may from time to time receive fundraising information. School publications, like newsletters and magazines, which include personal information and sometimes people's images, may be used for marketing purposes.

Who might the School disclose personal information to and store your information with?

St Theresa's Albion may disclose personal information, including sensitive information, held about an individual for educational, administrative and support purposes. This may include to:

- School service providers which provide educational, support and health services to the school, (either at the school or off campus) including the Catholic Education Commission of Victoria Ltd (CECV), Catholic Education Offices, specialist visiting teachers, volunteers, counsellors, sports coaches and providers of learning and assessment tools
- third party service providers that provide online educational and assessment support services, document and data management services, training and support services, hosting services, and software-as-a-services applications (such as the Integrated Catholic Online Network (ICON) and Google's G Suite)
- CECV and Catholic Education offices to discharge its responsibilities under the Australian Education Regulation 2013 (Regulation) and the Australian Education Act 2013 (Cth) (AE Act) relating to students with a disability
- other third parties which the school uses to support or enhance the educational or pastoral care services for its students or to facilitate communications with Parents
- another school including to its teachers to facilitate the transfer of a student
- Federal and State government departments and agencies
- health service providers
- recipients of school publications, such as newsletters and magazines
- student's parents or guardians and their emergency contacts
- assessment and educational authorities including the Australian Curriculum, Assessment and Reporting Authority
- anyone to whom you authorise the school to disclose information
- anyone who we are required or authorised to disclose the information to by law, including child protection laws.

Nationally Consistent Collection of Data on School Students with Disability

St Theresa's Albion is required by the Federal Australian Education Regulation (2013) and Australian Education Act 2013 (Cth) (AE Act) to collect and disclose certain information under the Nationally Consistent Collection of Data (NCCD) on students with a disability. The school provides the required information at an individual student level to the Catholic Education Offices and the CECV, as an approved authority. Approved authorities must comply with reporting, record keeping and data quality assurance obligations under the NCCD. Student information provided to the federal government for the purpose of the NCCD does not explicitly identify any student.

Sending and storing information overseas

St Theresa's Albion may disclose personal information about an individual to overseas recipients, for instance, to facilitate a school exchange. However, the school will not send personal information about an individual outside Australia without:

- obtaining the consent of the individual; or
- otherwise complying with the Australian Privacy Principles or other applicable privacy legislation.

St Theresa's Albion may from time to time use the services of third party online service providers (including for the delivery of services and third party online applications, or Apps relating to email, instant messaging and education and assessment, such as Google's G Suite, including Gmail) which may be accessible by you. Some personal information [including sensitive information] may be collected and processed or stored by these providers in connection with these services. These online service providers may be located in or outside Australia.

St Theresa's Albion personnel and the school's service providers, and the CECV and its service providers, may have the ability to access, monitor, use or disclose emails, communications (e.g. instant messaging), documents and associated administrative data for the purposes of administering the system and services ensuring their proper use.

St Theresa's Albion makes reasonable efforts to be satisfied about the security of any personal information that may be collected, processed and stored outside Australia, in connection with any cloud and third party services and will endeavour to ensure the cloud is located in countries with substantially similar protections as the APPs.

Where personal and sensitive information is retained by a cloud service provider on behalf of CECV to facilitate Human Resources and staff administrative support, this information may be stored on servers located in or outside Australia.

How does the School treat sensitive information?

In referring to 'sensitive information', the school means: information relating to a person's racial or ethnic origin, political opinions, religion, trade union or other professional or trade association membership, philosophical beliefs, sexual orientation or practices or criminal record, that is also personal information; health information and biometric information about an individual.

Sensitive information will be used and disclosed only for the purpose for which it was provided or a directly related secondary purpose, unless you agree otherwise, or the use or disclosure of the sensitive information is allowed by law.

Management and security of personal information

St Theresa's Albion's staff are required to respect the confidentiality of students' and Parents' personal information and the privacy of individuals.

St Theresa's Albion has in place steps to protect the personal information the school holds from misuse, interference and loss, unauthorised access, modification or disclosure by use of various methods including locked storage of paper records and password access rights to computerised records. This includes responding to any incidents which may affect the security of the personal information it holds. If we assess that anyone whose information is affected by such a breach is likely to suffer serious harm as a result, we will notify them and the Office of the Australian Information Commissioner of the breach.

It is recommended that parents and the school community adopt secure practices to protect themselves. You should ensure that all passwords you use are strong and regularly updated and that your log in details are kept secure. Do not share your personal information with anyone without first verifying their identity and organisation. If you believe any of your personal information has been compromised, please let the school know immediately.

Access and correction of personal information

Under the Privacy Act and the Health Records Act, an individual has the right to seek and obtain access to any personal information and health records respectively which St Theresa's Albion holds about them and to advise the school of any perceived inaccuracy. Students will generally be able to access and update their personal information through their Parents, but older students may seek access and correction themselves.

There are some exceptions to the access rights set out in the applicable legislation.

To make a request to access or to update any personal information St Theresa's Albion holds about you or your child, please contact the School Principal or School Administrator by telephone or in writing. The school may require you to verify your identity and specify what information you require. The school may charge a fee to cover the cost of verifying your application and locating, retrieving, reviewing and copying any material requested. If the information sought is extensive, the school will advise the likely cost in advance. If we cannot provide you with access to that information, we will provide you with written notice explaining the reasons for refusal.

There may be circumstances where the reason for refusal is not provided, if doing so may breach the privacy of another person.

Consent and rights of access to the personal information of students

St Theresa's Albion respects every Parent's right to make decisions concerning their child's education.

Generally, the school will refer any requests for consent and notices in relation to the personal information of a student to the student's Parents. The school will treat consent given by Parents as consent given on behalf of the student, and notice to Parents will act as notice given to the student.

Parents may seek access to personal information held by St Theresa's Albion about them or their child by contacting the School Principal or School Administrator by telephone or in writing. However, there may be occasions when access is denied. Such occasions would include where release of the information would have an unreasonable impact on the privacy of others, or where the release may result in a breach of the school's duty of care to the student.

St Theresa's Albion may, at its discretion, on the request of a student grant that student access to information held by the school about them, or allow a student to give or withhold consent to the use of their personal information, independently of their Parents. This would normally be done only when the maturity of the student and/or the student's personal circumstances warrant it.

Enquiries and complaints and contact details

If you would like further information about the way St Theresa's Albion manages the personal information it holds about you, or wish to complain that you believe that the school has breached its privacy obligations, please contact the School Principal by emailing principal@stalbion.catholic.edu.au or telephone at 03 9311 9070. St Theresa's Albion will investigate your complaint and will notify you of the making of a decision in relation to your complaint as soon as is practicable after it has been made.

If you are not satisfied with the school's decision you may make a complaint to the Office of the Australian Information Commissioner (OAIC) whose contact details are:

GPO Box 5218, Sydney, NSW 2001

Telephone: 1300 363 992

www.oaic.gov.au

St Theresa's Primary School Albion Standard Collection Notice



1. St Theresa's Primary School Albion collects personal information, including sensitive information about students and parents or guardians and family members before and during the course of a student's enrolment at the school. This may be in writing, through technology systems or in the course of conversations and may be direct from the individual or from another source. The primary purpose of collecting this information is to enable St Theresa's Albion, Catholic Education Offices and the Catholic Education Commission of Victoria Ltd (CECV) to meet its educational, administrative and duty of care responsibilities to the student to enable them to take part in all the activities of the school.
2. Some of the information St Theresa's Albion collects is to satisfy the school's legal obligations, particularly to enable the school to discharge its duty of care.
3. Laws governing or relating to the operation of a school require certain information to be collected and disclosed. These include relevant Education Acts and Public Health and Child Protection laws.
4. Health information about students (which includes information about any disability as defined by the *Disability Discrimination Act 1992*) is sensitive information within the terms of the Australian Privacy Principles (APPs) under the *Privacy Act 1988*. St Theresa's Albion may require medical reports about students from time to time and may otherwise collect sensitive information about students and their families.
5. If any personal information requested by St Theresa's Albion is not provided, this may affect the school's ability to enrol a student, respond to enquiries, provide the student with educational and support services or allow a person to visit the school.
6. St Theresa's Albion may disclose personal and sensitive information for administrative, educational and support purposes (or may permit the information to be directly collected by third parties). This may include to:
 - School service providers such as the CECV, Catholic Education Offices, school governing bodies and other dioceses
 - third party service providers that provide online educational and assessment support services, document and data management services, training and support services, hosting services, and software-as-a-services applications (such as the Integrated Catholic Online Network (ICON), Operoo and Google's G Suite).
 - CECV and Catholic Education Offices to discharge its responsibilities under the *Australian Education Regulation 2013* (Regulation) and the *Australian Education Act 2013* (Cth) (AE Act) relating to students with a disability, including ongoing evaluation of funding adequacy for individual students
 - CECV to support the training of selected staff in the use of schools' systems, such as ICON
 - another school to facilitate the transfer of a student
 - Federal and State government departments and agencies acting on behalf of the government e.g. for audit purposes
 - health service providers, and people providing educational support and health services to the school, including specialist visiting teachers, sports coaches, volunteers, counsellors and providers of learning and assessment tools

- assessment and educational authorities, including the Australian Curriculum, Assessment and Reporting Authority
 - people providing administrative and financial services to the School
 - anyone you authorise St Theresa's Albion to disclose information to; and
 - anyone to whom the School is required or authorised to disclose the information to by law, including under child protection laws.
7. St Theresa's Albion is required by the Federal *Australian Education Regulation (2013) and Australian Education Act 2013* (Cth) (AE Act) to collect and disclose certain information under the *Nationally Consistent Collection of Data* (NCCD) on students with a disability. St Theresa's Albion provides the required information at an individual student level to the Catholic Education Offices and the CECV, as an approved authority. Approved authorities must comply with reporting, record keeping and data quality assurance obligations under the NCCD. Student information provided to the federal government for the purpose of the NCCD does not explicitly identify any student.
 8. Personal information collected from students is regularly disclosed to their parents or guardians.
 9. If you make an enrolment application to another school, personal information including health information provided during the application stage may be collected from, or shared with, the other school.
 10. St Theresa's Albion may use online or 'cloud' service providers to store personal information and to provide services to the school that involve the use of personal information, such as services relating to email, instant messaging and education and assessment applications. Some limited personal information may also be provided to these service providers to enable them to authenticate users that access their services. This personal information may reside on a cloud service provider's servers which may be situated outside Australia. Further information about the school's use of an online or 'cloud' service providers is contained in the St Theresa's Albion's Privacy Policy.
 11. St Theresa's Albion's Privacy Policy, accessible on the school's website, sets out how parents or students may seek access to and correction of their personal information which the school has collected and holds. However, access may be refused in certain circumstances such as where access would have an unreasonable impact on the privacy of others, where access may result in a breach of the school's duty of care to the student, where students have provided information in confidence or where the school is otherwise required or authorised by law to refuse access. Any refusal will be notified in writing with reasons (unless, given the grounds for refusal, it would be unreasonable to provide reasons).
 12. St Theresa's Albion makes reasonable efforts to be satisfied about the protection of any personal information that may be collected, processed and stored outside Australia in connection with any cloud and third party services and will endeavour to ensure it will be located in countries with substantially similar protections as the APPs.
 13. Where personal, including sensitive information is held by a cloud computing service provider on behalf of CECV for educational and administrative purposes, it may be stored on servers located within or outside Australia.
 14. St Theresa's Albion personnel and the school's service providers, and the CECV and its service providers, may have the ability to access, monitor, use or disclose emails, communications (e.g. instant messaging), documents and associated administrative data for the purposes of administering the ICON system and ensuring its proper use.
 15. St Theresa's Albion may disclose limited personal information to the school parish to facilitate religious and sacramental programs, and other activities such as fundraising.

16. St Theresa's Albion's Privacy Policy is accessible via the school website, newsletter, handbook, or from the school office. The policy sets out how parents, guardians or students may seek access to, and correction of their personal information which the school has collected and holds. However, access may be refused in certain circumstances such as where access would have an unreasonable impact on the privacy of others, or may result in a breach of the school's duty of care to the student, or where students have provided information in confidence. Any refusal will be notified in writing with reasons if appropriate.
17. St Theresa's Albion's Privacy Policy also sets out how parents and students can make a complaint if they believe there has been a breach of the APPs and how the complaint will be handled.
18. St Theresa's Albion may engage in fundraising activities. Information received from you may be used to make an appeal to you. [It may also be disclosed to organisations that assist in the school's fundraising activities solely for that purpose.] We will not disclose your personal information to third parties for their own marketing purposes without your consent.
19. On occasions information such as academic and sporting achievements, student activities and similar news is published in school newsletters and magazines, on our intranet [and on our website]. This may include photographs and videos of student activities such as sporting events, school camps and school excursions. St Theresa's Albion will obtain permissions from the student's parent or guardian (and from the student if appropriate) prior to publication to enable the school to include such photographs or videos [or other identifying material] in our promotional material or otherwise make this material available to the public such as on the internet. The school may obtain permissions annually, or as part of the enrolment process. Permissions obtained at enrolment may apply for the duration of the student's enrolment at the school unless the school is notified otherwise. Annually, St Theresa's Albion will remind parents and guardians to notify the school if they wish to vary the permissions previously provided. We may include student's and parents' or guardians' contact details in a class list and school directory.
20. If you provide St Theresa's Albion with the personal information of others, such as other family members, doctors or emergency contacts, we encourage you to inform them you are disclosing that information to the school and why.