



Online Services at Williamstown Primary School 18/02/2025

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:

- 1) teaching and learning;
- 2) communication and engagement with parents;
- 3) student administration;
- 4) school management;
- 5) complying with legal requirements; and
- 6) other purposes stated in the [Schools' Privacy Policy](#).

Our school collects, uses, discloses and stores student and parent personal information on these online services for these purposes or where permitted by law. Where appropriate, school staff or service providers may access information in online services for those permitted purposes. For example, when the service provider provides technical support.

Please click this link to read important [privacy information for parents, guardians and carers](#).

How do we protect personal and other information?

Victorian privacy laws require schools to handle personal and health information in accordance with the appropriate principles such as the [Information Privacy Principles](#). Our school take steps to ensure data is securely handled, such as: privacy assessments, contractual arrangements and monitoring. We also educate students on cyber safety so that they can have positive online experiences.

What content and materials will be shared through the online services?

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

What school policies and support apply to these services?

The following school policies and documents apply: Acceptable Use Agreements, Student Engagement Policy, Photography and Filming Policy, Digital Technologies Policy. These will be used to inform the school community on acceptable behaviours. Our school policies are available from [Policies webpage](#)

If you have any questions, please contact,

Mathew Montebello

Principal



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Listed below are the online platforms the school utilises supported with its school purpose and company privacy policies.

The school routinely reviews its privacy impact assessments (PIA) for each of these platforms to ensure it meets Department guidelines.

Note: The DET undertakes a PIA on behalf of schools for the DET licenced Google Education Workspace, while providing prefilled templates for Compass, Essential Assessment and ACER PAT Assessment.

Compass

Purpose: Parent communication and engagement, Student Reporting, Attendance, school management.

Platform privacy policy and information:

<https://policies.compass.education/privacy>

Google for Education (DET licenced)

Purpose: Student learning

Platform privacy policy and information:

https://www.williamstownps.vic.edu.au/uploaded_files/media/gwfe_information_for_parents_and_carers_guide_1.pdf

Essential Assessment

Purpose: Student assessment

Platform privacy policy and information:

<https://www.essentialassessment.com.au/privacy/>

PAT Assessment ACER

Purpose: Student Assessment

Platform privacy policy and information:

<https://www.acer.org/privacy>

PIVOT

Purpose: Student voice, teacher feedback

Platform privacy policy and information:

<https://pivotpl.com/privacy-policy/>

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NESSY

Purpose: Student literacy intervention

Platform privacy policy and information:

<https://www.nessy.com/en-us/shop/data-privacy-legal>

Canva for Education

Purpose: Canva is an online tool for designing and publishing. It has a drag-and-drop editor and content libraries of images, fonts, and templates.

Platform privacy policy and information:

<https://www.canva.com/policies/privacy-policy/>

Makers Empire – 3D Printing

Purpose: Design and create models to be 3D printed

Platform privacy policy and information:

<https://www.makersempire.com/legal-privacy/>

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