

Office use only:
Processed on: __/__/__
by (initials): _____



Online Services and Third Party Agreement and Consent

Student: _____

Date of Birth: _____

Please complete and return to school.

Online Services and Third Party Agreement and Consent

From Years K-6, our students at Singleton use various online services provided by the Department of Education when they access their Connect classes and when they complete online assessments such as NAPLAN. They also use devices with Apple Apps which are managed through an online service called Jamf School. Therefore, we do ask you to give consent for these services as teachers may elect to use apps on iPads, as well as online services, as part of the regular curriculum. The form is completed only once during your child's time at Singleton Primary School. However, if in future years you change your decision, you will need to come into the school and complete a new form. If you have any queries regarding any of the services and what they are used for within the school, please don't hesitate to contact the school on 9537 3199.

Thank you for your patience as we progress through maintaining student online safety processes.

APPENDIX B: PERMISSION FOR STUDENTS TO HAVE AN ONLINE SERVICES ACCOUNT

Student's first name: _____

Student's last name: _____

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*.

Parent/Guardian Name:	
Signed:	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.

REQUESTING CONSENT TO DISCLOSE PERSONAL INFORMATION TO THIRD PARTY SERVICES

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.

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 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 CoSpaces Edu https://cospaces.io/edu/	Category Teaching and Learning	Information provided: Staff/teacher: name, email Student: name, work/content How the information is used: Build 3D creations, animate them with code and explore them in Virtual or Augmented Reality. Where the information is stored: Outside Australia	Terms of Use / Privacy Policy https://cospaces.io/edu/privacy-policy.html https://cospaces.io/edu/student-data-safety.pdf https://cospaces.io/edu/terms-of-use.html
Name eWrite (ACER) https://www.acer.org/au/ewrite	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: ACER Certificates provide students the opportunity to set personal targets and be recognised and rewarded. Where the information is stored: Within Australia	Terms of Use / Privacy Policy https://www.acer.org/online-terms-of-use https://www.acer.org/privacy
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 App https://www.gethopscotch.com/	Category Teaching and Learning References and 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. Where the information is stored: Outside Australia	Terms of Use / Privacy Policy https://www.gethopscotch.com/terms https://www.gethopscotch.com/privacy-policy
Name Jamf School https://www.jamf.com/products/jamf-school/	Category Apple 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/

<p>Name Kapture Photography</p> <p>https://www.kapture.com.au</p>	<p>Category School Photography</p>	<p>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.</p> <p>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.</p> <p>Where the information is stored: Australia</p>	<p>Terms of Use / Privacy Policy Nil</p>
<p>Name Kodable</p> <p>https://www.kodable.com/</p>	<p>Category Teaching and Learning</p>	<p>Information provided: Staff/teacher: name, email Student: work/content, grades or performance data Parent: contact information Other data: school</p> <p>How the information is used: Programming platform</p> <p>Where the information is stored: Outside Australia</p>	<p>Terms of Use / Privacy Policy</p> <p>http://resources.kodable.com/KodablePP.pdf</p> <p>http://resources.kodable.com/KodableTOS.pdf</p>
<p>Name Makers Empire</p> <p>https://www.makersempire.com/</p>	<p>Category Teaching and learning references and resources.</p>	<p>Information provided: Staff/teacher: name, email. Student: name, email, work/content Other data: school, class details, school year, student username</p> <p>How the information is used: 3D design and printing software.</p> <p>Where the information is stored: Outside Australia</p>	<p>Terms of Use / Privacy Policy</p> <p>https://www.makersempire.com/legal-privacy/</p>
<p>Name Micro:bit</p> <p>https://microbit.org/</p>	<p>Category Teaching and Learning</p>	<p>Information provided: Staff/teacher: name, email Student: name</p> <p>How the information is used: Learning Tool for Coding, Electronics and Robotics</p> <p>Where the information is stored: Outside Australia</p>	<p>Terms of Use / Privacy Policy</p> <p>https://microbit.org/privacy/</p> <p>https://microbit.org/terms-of-use/</p>
<p>Name PAT (ACER)</p> <p>https://www.acer.org/au/pat</p>	<p>Category Assessment and Testing</p>	<p>Information provided: Staff/teacher: name, email, Student: name, date of birth, work/content, gender, grades or performance data, other data Parent: name, contact information</p> <p>How the information is used: Tests to provide objective, norm-referenced information about students' skills and understandings in a range of key areas.</p> <p>Where the information is stored: Within Australia</p>	<p>Terms of Use / Privacy Policy</p> <p>https://www.acer.org/privacy</p> <p>https://www.acer.org/online-terms-of-use</p>

<p>Name Reading Eggs https://readingeggs.com.au</p>	<p>Category Teaching and learning</p>	<p>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</p>	<p>Terms of Use / Privacy Policy https://readingeggs.com.au/privacy https://readingeggs.com.au/terms</p>
<p>Name Scholastic Literacy Pro https://au.scholastic.com/en/literacy-pro</p>	<p>Category Teaching and Learning Assessment</p>	<p>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</p>	<p>Terms of Use / Privacy Policy https://www.scholastic.com/privacy.htm https://www.scholastic.com/terms.htm</p>
<p>Name Seesaw https://web.seesaw.me</p>	<p>Category Class communication Teaching and Learning</p>	<p>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</p>	<p>Terms of Use / Privacy Policy https://web.seesaw.me/privacy-policy https://web.seesaw.me/terms-of-service</p>
<p>Name Social-Emotional Wellbeing (SEW) Survey https://www.acer.org/au/sew</p>	<p>Category Teaching and Learning, Assessment and Testing</p>	<p>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: Provides schools with information on their student population so that schools can use the data to direct planning and problem-solving efforts Where the information is stored: Within Australia</p>	<p>Terms of Use / Privacy Policy https://www.acer.org/privacy https://www.acer.org/online-terms-of-use</p>
<p>Name Tinkercad https://www.tinkercad.com/</p>	<p>Category Teaching and Learning References & Resources</p>	<p>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</p>	<p>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</p>

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 Class Dojo https://www.classdojo.com/	Category Teaching and Learning School and class communication	Information provided: Staff/teacher: name, email Student: name, email, work/content, behaviour, photos or videos Parent: name, contact information How the information is used: School communication platform that includes student portfolios and behavioural management. Where the information is stored: Outside Australia	Terms of Use / Privacy Policy https://www.classdojo.com/privacycenter/ https://www.classdojo.com/terms/

I consent to my child's information being provided, if required, to each of the above service providers until the end of his/her schooling at Singleton Primary School.

I DO NOT give consent to the above service providers.

Parent/Guardian Name:	
Signed:	Date:

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.

Name of Service	Type of service	What do I need to know	Further information	Consent
ReadTheory https://readtheory.org/	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/	<input type="checkbox"/> Consent <input type="checkbox"/> Do not Consent
Studyladder https://www.studyladder.com.au	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://www.studyladder.com.au/about/privacy https://www.studyladder.com.au/about/terms	<input type="checkbox"/> Consent <input type="checkbox"/> Do not Consent
Teachers Pay Teachers https://www.teacherspayteachers.com/About/Us	Teaching and Learning References & Resources	Information provided: Information provided: Staff/teacher: name, email, personal information Student: name, work/content, grades or performance data Other data: school How the information is used: Education resources created by educators. Where the information is stored: Outside Australia	Terms of Use / Privacy Policy https://ecdn.teacherspayteachers.com/static/tpstudentprivacypolicy122019.pdf https://www.teacherspayteachers.com/Terms-of-Service	<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:	
Signed:	Date:

APPENDIX D: ONLINE SERVICES ACCEPTABLE USE AGREEMENT

Please read to your child, then sign below to confirm their understanding of the following requirements.

I agree to follow the rules set out below when I use the Department-provided online services:

- I will keep my password private and not share with other students.
- I will not let other people logon and/or use my online account.
- I will tell the teacher if I think someone is using my online account.
- I will tell the teacher if I see anything that makes me feel uncomfortable or unsafe that I know I should not access or view at school or if I find any information that is inappropriate or makes me feel upset or confused. Some of these things may include violence, racism, pornography, or content that is offensive, intimidating or encourages dangerous or illegal things.
- I understand the school and the Department of Education can monitor my use of online services.
- I will use appropriate language in all internet communications.
- If I use other people's work taken from the internet as part of my own research and study I will acknowledge them as the owner.
- I will check with the teacher before sharing images or giving information about myself or anyone else when using online services.
- I will take care of the computers, computer systems or computer networks of the school, the Department of Education or any other organisation.
- I will not use any online service to be mean, rude or unkind about other people.

I understand that

- I am responsible for my actions while using online services and may be held responsible for any breaches caused if I allow any other person to use my online account;
- If I misuse any online services I may be held liable and the principal may take further action.

Parent/Guardian Name:	
Signed:	Date:

APPENDIX G: NOTIFICATION TO DISCLOSE PERSONAL INFORMATION TO THIRD PARTY SERVICES

The following third party services are being used in our school.

Please note that no parent action is required for these applications. The school is required to inform you of the use of these services, but you are not required to consent.

Name of Service	Type of service	What do I need to know	Further information
Name Oliver https://www.softlinkint.com/product/oliver/	Category Library Management System References & Resources	Information provided: Student name, student email (optional), date of birth (optional), address (optional), phone number (optional), school, class details, school year, profile or other photos (optional), gender (optional), grades or performance (optional) and parent email (optional). Unique usernames are enforced. Passwords uniqueness is recommended but not enforced. How the information is used: Enables school community to access library resources, including eResources, as well as manage loans and reservations. Where the information is stored: Within Australia	Terms of Use / Privacy Policy https://softlinkint.com/data-protection-privacy-policy
Name Passtab https://passtab.com	Category Visitor management system	Information provided: Visitors only 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 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 Reading A-Z https://www.learningsite.com/site/products/readinga-z/overview	Category Teaching and Learning References & Resources	Information provided: Staff/teacher: name and email Student: name and email How the information is used: Provides access to printable and projectable reading resources for K-5 Where the information is stored: Within Australia	Terms of Use/Privacy Policy https://lazcommunity.force.com/knowledgebase/s/article/Privacy https://lazcommunity.force.com/knowledgebase/s/article/Terms-of-Service