



# LYNEHAM HIGH SCHOOL

*Care Quality Creativity*



Dear Parent/Carer,

## **Permission for use of Online Parent Teacher Booking System and Subject Selection Online**

Lyneham High School believes the use of ICT is fundamental in assisting teaching and learning as well as enhancing the ways in which teachers and parents can communicate with each other.

The use of web based learning resources and cloud based storage has risen steadily over the last decade and are increasingly being used by teachers across the Directorate to improve student learning outcomes.

As our school has to register with a web based service provider that requires some personal information about a student in your care, I am obliged under the Commonwealth Privacy Act (1988) to advise you of the reasons for collecting the information, what will be done with it and who else may have access to it.

The below site has been identified as being a useful component in booking Parent Teacher interviews and for student elective subject selections.

If you have any further questions about the implications of signing this permission slip or you would like to seek further clarification around the use of the website please do not hesitate to contact Luke Willsmore, Executive Teacher of Assessment and Reporting and Timetabling.

Kind Regards,

Colleen Matheson  
Principal  
Lyneham High School

Name of Provider: CountryNet IT Solutions

Type of Service: Parent Teacher Online and Subject Selection Online

Website: <http://countrynet.net.au>

**CountryNet** Privacy Policy: <http://countrynet.net.au/privacy-policy>

Summary Terms and Conditions:

**PARENT TEACHER ONLINE AND SUBJECT SELECTION ONLINE PRIVACY POLICY**

**Effective date: August 29, 2013**

**Parent Teacher Online and Subject Selection online (company name: CountryNet IT Solutions) makes the following assurances in regards to privacy and student data:**

**COLLECTING ANONYMOUS INFORMATION**

We automatically collect general website traffic information (such as how many people have visited the site, most popular pages etc). This information is collected into aggregate results in order to evaluate our service and business practice. We may share non-personal, aggregated information while demonstrating to other schools or for research purposes. We will never identify or disclose individual customers or visitors information, but may disclose how many users and traffic volumes to other potential schools.

**COLLECTING PERSONAL INFORMATION**

We collect personal information submitted by schools or parents to manage and deliver the parent teacher interview booking service. We do not disclose personal information to any person/s or organisations for any purpose.

**USE OF PERSONAL INFORMATION**

We will use personal information as supplied by schools or parents to process and deliver our service. We do not disclose any information unless information is accessed via a login and password. We also retain archived information in a secure online system that is available by schools for future use. This is so we have a record of all transactions should a school wish to retrieve such information. We do not publish personal information about an individual or a school. Under no circumstances will Country Net Solutions Pty Ltd (Owners of PTO) sell or receive payment for licensing or disclosing your personal information.

**COOKIES**

We DO NOT use cookies.

**PRIVACY**

Personal information like address, phone etc is not collected to deliver our PTO service. Once you have logged in your account will remain open until you quit the browser or you log out, or there is a time out, whichever occurs first.

**EMAIL ADDRESSES**

In the event that you or your school provides us with your email address, we will store your email address if you: send us a query; place an order or subscribe to information. Your email address is used for the purpose you provide it for and for statistical information. We will from time to time send emails to registered administrator accounts with details of system updates. Administrators may opt out of these communications using instructions provided in the message. Email addresses are never used or disclosed for any other purpose.

**SPAM**

We will never knowingly send you electronic messages without your consent. For more information on the 'Spam Act 2003' please visit the Australian Government's relevant website.

**FIREWALL**

Our system is protected by the Country Net Solutions network firewall. A firewall is a hardware and software security system designed to filter specified exchanges of information and restrict access to authorised systems and users.

**THIRD PARTIES**

Country Net Solutions never sells personal or anonymous information to third parties.



**Permission for use of Online Parent Teacher Booking System and  
Subject Selection Online System**

**(PLEASE COMPLETE IN FULL AND RETURN TO THE FRONT OFFICE)**

Student Name.....

Student Roll Group/Year.....

Parent/Carer Name.....

Please indicate if you allow your child's information to be provide to **Parent  
Teacher Online** for the purpose of booking Parent-Teacher Interviews and **Subject  
Selection Online** for the purpose of elective subject choices.

Please tick your choice :

**I consent**             **I do not consent**

Parent/Carer Signature.....

Date.....