

PRIVACY POLICY

PURPOSE

The Hazel Glen College and the Department of Education and Training (which includes all Victorian government schools, central and regional offices) values the privacy of every person and is committed to protecting information that College collects.

All staff including contractors, service providers and volunteers of the Department, and Hazel Glen College (our College), must comply with Victorian privacy law and this policy.

In Victorian government schools the management of 'personal information' and 'health information' is governed by the [Privacy and Data Protection Act 2014 \(Vic\)](#) and [Health Records Act 2001 \(Vic\)](#) (collectively, Victorian privacy law).

This policy explains how our College collects and manages personal and health information, consistent with Victorian privacy law.

POLICY

In order to ensure continuity with the Policy and guidance for schools as set out by the Department of Education and Training ('the Department'), Hazel Glen College will adapt and conform to the Department's [Schools' Privacy Policy](#).

RELATED RESOURCES

Information for parents:

- [School Privacy Policy—English \(docx - 111.23kb\)](#)
- [School Privacy Policy—English \(pdf - 229.52kb\)](#)
- [Schools' Privacy Policy translations](#)

To make a FOI application contact:

Freedom of Information Unit
Department of Education and Training
2 Treasury Place, East Melbourne VIC 3002
(03) 9637 3961
foi@education.vic.gov.au

For more information about FOI, see [freedom of information requests](#).

REVIEW PERIOD

This policy will be regularly reviewed and updated to take account of new laws and technology and the changing school environment when required. Please ensure you have the current version of this policy.