Introduction to the Online Services Consent Form for Woodridge State School.

Our school uses tools and resources to support student learning, including third party (non-departmental) online services hosted and managed outside of the Department of Education network.

Dear Parents / Carers

Online services, including websites, web applications, and mobile applications, are delivered over the internet or require internet connectivity. Examples may include interactive learning sites and games, online collaboration and communication tools, web-based publishing and design tools, learning management systems, and file storage and collaboration services. This letter is to inform you about the third party online services used in our school and how your child's information, including personal information and works, may be recorded, used, disclosed, and published to the services (if you provide your consent for this to occur). The Online Services Consent Form is a record of the consent provided.

About the online services
After evaluation, the principal has deemed specific third party online services appropriate for school use. These online services are listed on the consent form. Third party online service providers are external to the school, and the services may be hosted onshore in Australia or offshore outside of Australia. Data that is entered into offshore services may not be subject to Australian privacy laws. When considering whether to provide your consent, we encourage you to read the information provided about each online service, including the *terms of use* and *privacy policy,* which outline how information and works will be used and under what circumstances they may be shared.
Student information

The consent collected by the form covers both student personal information (e.g. name, date of birth) and school-based information (e.g., student username, email, year level) as outlined on the form.

Where permitted by the service provider, de-identified information will be used and/or efforts will be made to limit the amount of personal information disclosed and stored within online services (e.g., when registering accounts, only mandatory information will be disclosed).

Student works

Works might include materials such as student projects, assignments, portfolios, images, video or audio. Where student works will be created within, stored or published to the online service (in some cases, published information or works will be viewable by the public), this will be indicated in 'additional consent requirements' in Section 5 of the Online Services Consent Form.

Parent information

Where your personal information (e.g. parent email, name, contact details) will be disclosed to the online service, this will be indicated in the 'additional consent requirements' in Section 5 of the Online Services Consent Form.

Purpose of the consent
Third party online services are used for various purposes. The purpose of use for each service is outlined in Section 5 of the Online Services Consent Form. For example, teachers may use online services with students to support curriculum delivery, complete learning activities and assessment, facilitate class collaboration, and create and publish class work (e.g. projects, assignments, portfolios).
The Online Services Consent Form records your consent for your child to register accounts, use, and, where specified, publish their work to these services. The form also collects your consent for school staff to collect, store, and transmit information to online services in order to manage school operations and communicate with parents and students. It should be noted that, in some instances, the school may be required or authorised by the *Education (General Provisions) Act 2006* (Qld) or by law to record, use or disclose the student's personal information or materials without consent.

Voluntary consent provision
It is not compulsory to provide consent. If your consent is not given, this will not adversely affect any learning opportunities provided by the school to your child.

Consent may be limited or withdrawn
You can withdraw your consent at any time by notifying the school in writing (by email or letter). The school will confirm the receipt of your request via email if you provide an email address.
You may also limit your consent by providing consent for some, but not all, online services listed on the form. Requests to limit consent in relation to how the 'Information covered by this consent form' and the 'Approved purpose' (Section 2 and 3 of the form) are applied to a specific service, will be treated as "do not consent", as the school cannot guarantee correct implementation of individual requests.
Due to the nature of the internet, it may not be possible for all copies of information (including images and student works that have already been disclosed or published) to be deleted or restricted from use if you request it. The school may remove content that is under its direct control, however, information and works that have already been disclosed and published cannot be deleted, and the school is under no obligation to communicate changes to your child's consent circumstances to online service providers.

Duration of consent
The consent applies for the period of time specified on the form. You may review and update your consent at any time by notifying the school in writing (by email or letter). There may be circumstances where the school issues a new consent form to seek additional consent e.g. in the event that new online services are identified for use.

Who to contact
To return the form, express a limited consent, withdraw consent or ask questions regarding consent, please contact **Julie Canham, Principal , Ph 3440 2333 or email: principal@woodridgess.eq.edu.au**.

Regards

Julie Canham
Principal

Primary School Consent - Please complete and return this form to the Office.

Student's name: _____ Year level: _____

Student's name: _____ Year level: _____

Student's name: _____ Year level: _____

Student's name: _____ Year level: _____

Please indicate your choice with a check-mark (✓) below to your child's information being provided to each of the third party providers for the provision of an educational service. Please note: not all classes currently use all sites, but may do in the future. Consent now will save future notes.

Provider	Details		
Mathseeds	**Service Name:** Mathseeds **URL:** https://mathseeds.com.au/ **Data Hosting:** Offshore (outside of Australia) **Purpose of use:** Mathseeds is an onlinenumeracy education program for early childhood.. **Terms of use:** https://readingeggs.com.au/terms **Privacy policy:** https://readingeggs.com.au/privacy	I give Consent ☐	I do not give Consent ☐
Reading Eggs	**Service Name:** Reading Eggs **URL:** https://readingeggs.com.au/ **Data Hosting:** Offshore (outside of Australia) **Purpose of use:** ReadingEggs is an early childhood online literacy and numeracy education program **Terms of use:** https://readingeggs.com.au/terms **Privacy policy:** https://readingeggs.com.au/privacy/	I give Consent ☐	I do not give Consent ☐
MathSpace	**Service Name:** MathSpace **URL:** https://mathspace.co/ **Data Hosting:** Offshore (outside of Australia) **Purpose of use:** Mathspace provides curriculum aligned maths content for students, including videos, digital textbooks, and interactive questions supported by step-by-step hints. **Terms of use:** https://mathspace.co/terms-of-use **Privacy policy**: https://mathspace.co/au/privacy-policy Additional consent is being sought for the following reasons: Student works are stored and published to generate data analytics and reports for parents and teachers/ schools/ administrators based on user responses/ performance. The following additional student personal information is disclosed: First name, surname to register the account.	I give Consent ☐	I do not give Consent ☐
Sunshine Online	**Service Name:** Sunshine Online **URL:** https://www.sunshineonline.com.au/ **Data Hosting:** Onshore (In Australia) **Purpose of use:** Sunshine Online is a digital literacy and early numeracy programme. It includes fiction and non-fiction ebooks; songs and rhymes; phonics, alphabet, grammar and maths activities; and games. Teachers can track student progress. **Terms of use:** https://www.sunshineonline.com.au/terms **Privacy policy:** http://www.sunshineonline.com.au/privacy Additional consent is being sought for the following reasons: Student works are stored and published to generate data analytics and reports for parents and teachers/ schools/ administrators based on user responses/ performance. The following additional student personal information is disclosed: First name, surname to register the account. The service provider requires parent consent for users under 18 to register an account and/or use the service.	I give Consent ☐	I do not give Consent ☐
ClassDojo	**Service Name:** Class Dojo **URL:** https://www.classdojo.com/ **Data Hosting:** Onshore (In Australia) **Purpose of use:** Class Dojo connects teachers with students and parents to build online classroom communities. Teachers can use this application for classroom tools (e.g., classroom noise monitor, timer, random student selector and group generator, and classroom directions), reward systems, student digital portfolios and	I give Consent ☐	I do not give Consent ☐

		I give Consent	I do not give Consent
	to share classroom updates and student work. **Terms of use:** https://www.classdojo.com/terms/ **Privacy policy:** https://www.classdojo.com/privacy/ Additional consent is being sought for the following reasons: The following additional parent personal information is disclosed: First name, surname, email to register/link to your student's account. The following additional student personal information is disclosed: First name, surname to register the account. *If deidentified information is not used Student works and/or results are stored and published to generate data analytics and reports for parents and teachers/ schools/ administrators based on user/student behaviour. Students behaviours and attendance can be communicated with parents using the program. Student personal information, including video, audio, or live stream is disclosed through use of the service. (Our school will be not using the streaming service) The service provider requires parent consent for users under 13 to register an account and/or use the service.		
Canva	**Service Name:** Canva for Education **URL:** https://www.canva.com/education/ **Data Hosting:** Offshore (outside of Australia) **Purpose of use:** Available on web and mobile, Canva is a design platform for creating graphics, presentations, posters and other visual content with a library of images, fonts, templates and illustrations. Canva for Education provides eligible school members free access to full features of Canva Proversion. **Terms of use:** https://about.canva.com/terms-of-use/ https://support.canva.com/account-basics/canva-for-education/canva-education-terms-conditions/ **Privacy policy:** https://about.canva.com/privacy-policy/ Additional consent is being sought for the following reasons: The following additional student personal information is disclosed: First name, surname, school email to register the account. Student personal information is collected, used or disclosed through use of the service. Student work, images and video are uploaded and published to the service. This is linked to their class and their teacher, peers to be able to edit, view and provide feedback. The service provider requires parent consent for users under 13 to register an account and/or use the service.	I give Consent ☐	I do not give Consent ☐
Forms	**Service Name:** Microsoft Forms **URL:** https://www.microsoft.com/en-us/microsoft-365/online-surveys-polls-quizzes **Data Hosting:** Offshore (outside of Australia) Purpose of use: This service allows teachers to create surveys, quizzes, and polls, and see results as they are submitted. Teachers can create a quiz or form and invite other staff members and students to respond. As results are submitted, creators of the form can view responses. **Terms of use:** https://www.microsoft.com/en-us/legal/terms-of-use **Privacy policy:** https://privacy.microsoft.com/en-us/privacystatement Forms is licensed within the department's Office 365 tenant, so users log in with their MIS ID and password. Additional consent is being sought for the following reasons: Student personal information is collected, used or disclosed through use of the service. Student work, images and video are uploaded and published to the service. This is linked to their class and their teacher, peers to be able to edit, view and provide feedback.	I give Consent ☐	I do not give Consent ☐

		I give Consent ☐	I do not give Consent ☐
SeeSaw	**Service Name:** Seesaw **URL:** http://seesaw.me/ **Data Hosting**: Offshore (outside of Australia) Purpose of use: A digital portfolio that enables students to create, reflect on, and share their learning process in conjunction with teachers and family members. Teachers can share photos, videos, links and files in private messages to family members or announcements to the whole class. **Terms of use:** https://web.seesaw.me/terms-of-service **Privacy policy**: https://web.seesaw.me/privacy Additional consent is being sought for the following reasons: The following additional student personal information is disclosed: First name, surname, school email to register the account. Student personal information is collected, used or disclosed through use of the service. Student work, images and video are uploaded and published to the service. This is linked to their class and their teacher, peers to be able to edit, view and provide feedback.	I give Consent ☐	I do not give Consent ☐
StudyLadder	**Service Name:** Study Ladder **URL:** https://www.studyladder.com.au/ **Data Hosting:** Offshore (outside of Australia) **Purpose of use:** Free online educational activities created by Australian teachers to support teachers and students. **Terms of use:** https://www.studyladder.com.au/about/terms **Privacy policy:** https://www.studyladder.com.au/about/privacy Additional consent is being sought for the following reasons: The following additional student personal information is disclosed: First name, surname, school email to register the account.	I give Consent ☐	I do not give Consent ☐
Code.org	**Service Name:** Code.org **URL:** https://code.org/ **Data Hosting:** Offshore (outside of Australia) **Purpose of use:** Computer science coursework for Prep to Year 12 students. Languages include visual programming, JavaScript, CSS, HTML and others.Modules within Code.org include: Computer Science Discoveries, Computer Science Principles, App Lab, Game Lab, Web Lab, Internet Simulator, Hour of Code tutorials, CS in Algebra, Sprite Lab, Artist and Dance Party. **Terms of use:** https://code.org/tos **Privacy policy:** https://code.org/privacy Additional consent is being sought for the following reasons: The following additional student personal information is disclosed: First name, surname, school email to register the account. Student personal information is collected, used or disclosed through use of the service. Student work, images and video are uploaded and published to the service. This is linked to their class and their teacher, peers to be able to edit, view and provide feedback. The service provider requires parent consent for users under 13 to register an account and/or use the service	I give Consent ☐	I do not give Consent ☐

Scratch	**Service Name:** Scratch **URL:** https://scratch.mit.edu/ **Data Hosting:** Offshore (outside of Australia) Purpose of use: Scratch is a visual programming tooland online learning community that allows users to program andshare interactive media such as stories, games and animations. **Terms of use:** https://scratch.mit.edu/terms_of_use **Privacy policy:** https://scratch.mit.edu/privacy_policy Additional consent is being sought for the following reasons: The following additional student personal information is disclosed: First name, surname, school email to register the account. Student personal information is collected, used or disclosed through use of the service. Student work, images and video are uploaded and published to the service. This is linked to their class and their teacher, peers to be able to edit, view and provide feedback. The service provider requires parent consent for users under 13 to register an account and/or use the service	I give Consent ☐	I do not give Consent ☐
Epic!	**Service Name:** Epic! **URL:** https://www.getepic.com/educators **Data Hosting:** Offshore (outside of Australia) Online library of teacher created collections featuring eBooks, videos and quizzes. Teachers can track students' progress through the resources and activities **Terms of use:** https://www.getepic.com/tos **Privacy policy:** https://www.getepic.com/privacy Additional consent is being sought for the following reasons: Student works are stored and published to generate data analytics and reports for parents and teachers/ schools/ administrators based on user responses/ performance. The following additional student personal information is disclosed: First name, surname to register the account. The service provider requires parent consent for users under 13 to register an account and/or use the service.	I give Consent ☐	I do not give Consent ☐

Parent/Guardian's Name _____   Date_____

Parent/Guardian's Signature _____

Please complete and return this form to the Office.