PRIVACY

This privacy statement applies to schools administered by the Archdiocese of Brisbane - Catholic Education and the Brisbane Catholic Education Centre.

In accordance with the Privacy Act 1988 (Cth), Brisbane Catholic Education has adopted and is bound by the ten (10) National Privacy Principles established by the Federal Privacy Commission and set out in the Act - see www.privacy.gov.au.

Brisbane Catholic Education considers all personal, sensitive and health information of parents/guardians, students and prospective employees (considered Brisbane Catholic Education’s “consumers” under the Act) to be private and only uses information collected and recorded to fulfil the educational mission of the Catholic Archdiocese of Brisbane.

In abiding by the National Privacy Principles Brisbane Catholic Education will:

- collect personal, sensitive and health information by fair, lawful and non-intrusive means
- only use information collected for the provision of quality Catholic schooling. In addition, information may be collected and recorded to satisfy Brisbane Catholic Education’s legal obligations
- not disclose or distribute personal, sensitive or health information collected from its consumers without the consumer’s specific consent or unless required to do so by law. Brisbane Catholic Education may distribute aggregated statistical information for reporting purposes, but information that is personally identifying will not be disclosed to third parties
- disclose, with consent, from time to time, personal, sensitive and health information to others for administrative and educational purposes. This includes to individuals within Brisbane Catholic Education Centre, systemic schools within the Archdiocese of Brisbane, parish authorities, medical practitioners, and people providing services to schools, including specialist visiting teachers and consultants, sports coaches and volunteers
- take reasonable steps to ensure information collected is accurate, complete and up-to-date
- take reasonable steps to protect personal, sensitive and health information held from misuse, loss and unauthorised access, modification or disclosure

If a consumer believes that any of the personal, sensitive or health information held by Brisbane Catholic Education regarding them is inaccurate, incomplete or out of date, they have the right, in accordance with the provisions of the Act, to make any updates or corrections.
Privacy issues arising within schools can be discussed on a confidential basis in the first instance with individual School Principals. Similarly, privacy issues arising within the Brisbane Catholic Education Centre are to be discussed on a confidential basis with individual Senior Managers. Alternatively, if an individual believes that their privacy has been breached and this matter is unable to be resolved at school or local level, a complaint may be made in writing to the Executive Director, Catholic Education Archdiocese of Brisbane.

If you would like further information about the way Brisbane Catholic Education or a particular school manages the personal information it holds, please contact Brisbane Catholic Education:

Email: privacy@bne.catholic.edu.au
Phone: 07 3033 7400
Postal address:
Attention: Privacy Officer
Brisbane Catholic Education
GPO Box 1201
Brisbane QLD 4001