PRIVACY INFORMATION SHEET FOR PARENTS/CARERS

ENROLMENT FORM FOR QUEENSLAND STATE SCHOOLS - 2006

The school is part of Education Queensland in the Department of Education and the Arts. It is subject to *Information Standard 42 – Information Privacy* (IS42*)* which controls how it must collect, store, use and disclose personal information.

Why does Education Queensland collect personal information at enrolment?
Education Queensland collects personal information on the attached enrolment form so it can:

- meet its legal obligations under the *Education (General Provisions) Act 1989*;
- meet its duty of care to all students and staff members; and
- administer and plan for providing appropriate education and support services to students.

Also, the State of Queensland has agreed to collect information about students' gender, indigenous status, socio-economic background and language background and provide it to the Commonwealth. Commonwealth law requires Education Queensland to collect and provide the information to the Commonwealth Department of Education, Science and Training (DEST) in order for the Commonwealth to provide funding for education to the State.

Do you have to provide <u>all</u> of the information requested on the enrolment form?
NO, you do **<u>NOT</u>** have to provide **<u>ALL</u>** of the information requested on the enrolment form. However, Education Queensland requires certain information by law to ensure that those seeking enrolment are eligible. Education Queensland also requires personal information to ensure that the school can meet its legal 'duty of care' obligations and to provide appropriate education and support services to students. If you choose not to provide the information requested on the enrolment form, the school may be unable to enrol the person as a student, or properly care for the student or provide appropriate education and support services to the student.

Do you have to provide the information requested by the Commonwealth?
NO, it is voluntary. You do **<u>NOT</u>** have to provide the information requested by the Commonwealth. The State of Queensland is required by law to collect and pass on the information, that you choose to give, to the Commonwealth **<u>BUT</u>** you decide whether to give that information to Education Queensland.

What will happen to the information collected by Education Queensland and provided to the Commonwealth?
Queensland State schools normally collect information on students' sex, indigenous status and language background and use it to provide appropriate education and support services to students. The school will continue to collect and hold this information. The two questions on the enrolment form about the student's socio-economic background are about you, the student's parent/caregiver. Education Queensland will not retain this information. The questions are:

- *What is the highest year of primary or secondary school the parents/caregivers have completed?*

- *What is the level of the highest qualification the parents/caregivers have completed?*

The information regarding gender, indigenous status, socio-economic background and language background is given to:

- the Queensland Studies Authority so that it can be linked with students' numeracy and literacy test results; and
- the Commonwealth Department of Education, Science and Training.

Information provided to the Commonwealth government is aggregated and does not identify individuals. Your socio-economic background information is entered into a database using only the student's numerical identifier. The name of the student and your name(s) are not part of the States' reporting