



Kate Cocks

Community
Children's Centre

LEARNING TOGETHER, EVERY DAY.

ABN. 47 461 134 348

33 Hulbert Street, HOVE SA 5048

Email: katecocks@ihug.com.au

Telephone: (08) 8296 7676

Privacy Notice

Dear Parent,

Thank you for your interest in joining us at Kate Cocks Community Children's Centre Inc. and choosing us to be a part of your child's Early Childhood Education and Care.

In order to provide care, we are required to collect a range of information, some of which is defined as personal or sensitive information, under the Privacy Act 1988

Under the Act:

'Personal information' means any information or opinion about an identified, or reasonably identifiable individual.

'Sensitive personal information' means any information or opinion about an individual's racial or ethnic origin, political opinion or association, religious beliefs or affiliations, philosophical beliefs, sexual preferences or practices, trade or professional associations and memberships, union membership, criminal record, health or genetic information and biometric information or templates.

If the relevant personal information requested in the attached forms is not provided, we will be unable to assess your eligibility to access education and care at our service or your eligibility for any available child care assistance support or funding that may be or become available.

The information that you provide will only be disclosed to relevant National and State based agencies for regulatory or compliance purposes and only if that disclosure is consistent with relevant laws, in particular the Privacy Act 1988.

All personal or sensitive information you entrust to us will be used, stored or disposed of as necessary, in accordance with Privacy Principles.

By completing and submitting the enrolment application and any associated forms, you consent to the collection of all personal information, including sensitive personal information, contained in those forms.

Our Privacy Policy includes information about how to access, and if necessary, correct your personal information, a copy of the policy can be obtained from the service.

If you need to talk to anyone about your personal information or to make a complaint, please contact the Director or Assistant Director at the centre.

Welcome to our service

Regards

Melissa Alyward – Director – Nominated Supervisor