



# YOS Independent School

## PRIVACY/CONSENT FORM

First Names:  Date of birth:

Last Name:   Male  Female

Centrelink Reference Number:  (Optional):

### PRIVACY NOTICE – YOS INDEPENDENT SCHOOL

I understand that:

- a) YOS Independent School will collect my personal information to administer, evaluate or monitor the Programme and may disclose it to the Department of Education for such purposes  YES
- b) my personal information may be disclosed by the Department of Education or by YOS Independent School to the following people or organisations for the purposes below:  YES

Name	Personal Information that could be disclosed	Purpose
Department of Employment	Name, age, and if relevant, income support payment type, Job Seeker ID.	Analysis and management of Australian Government programmes.
Centrelink	Name, date of birth, gender, address, phone number, Centrelink Reference Number, date of enrolment, enrolment status, payment type, attendance	The Department may disclose your personal information to Centrelink if you are receiving income support that requires your participation in the Youth Connections Programme and the disclosure is required or authorised by law.
Department of Education, QCAA and NCCD	Name, date of birth, gender, address, phone number, Centrelink Reference Number, date of enrolment, enrolment status, LUI number, results, assessments, disabilities and educational adjustments	Analysis and management of Australian Education programmes, continued funding and to deliver the most beneficial education program
Dept of Transport and Main Roads	Name, date of birth, gender, address and contact number, date of enrolment	To provide information regarding receipt of assistance under the School Transport Assistance Scheme
RTO's: Eva Burrows, BluePrint, Volunteering Qld	Name, date of birth, gender, contact details, enrolment details, educational details, academic results, disabilities, USI's	To support student enrolment into vocational programs and awarding of vocational qualifications

c) my personal information may be otherwise disclosed by the Department of Education or YOS Independent School without my consent where authorised under or required by law

YES

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## DISCLOSURE OF PERSONAL INFORMATION TO PARENT / CARER

If you are under 18, and not an independent student, YOS Independent School will give your parents/carers updates regarding your participation in the School and your general well-being. If you are over 18 **or** under 18 and an independent student, YOS Independent School may give your parents/carers updates if you consent to this. This would be discussed with you before any information is disclosed.

YES  
 NO

***(If you consent to the disclosure of personal information to your parents/carer, tick Yes and we will have a discussion with you)***

## PARENT / CARER CONTACT DETAILS

1. Name (please print):
2. Relationship to student:
3. Address:
4. Contact Numbers:
  - Mobile:
  - Home:
  - Work:
5. Email address:

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## DISCLOSURE OF PERSONAL INFORMATION TO OTHER PARTIES:

Contact Person	Contact Details	Role	Purpose	Start Date	End Date	Initials

## DECLARATION

**Note: Giving false or misleading information is a serious offence**

I declare that:

- |   |     |                          |
|---|-----|--------------------------|
| a) The information I have provided on this form is complete, and correct  | YES | <input type="checkbox"/> |
| b) I, and/or my parent/carer has read and had this form explained to me   | YES | <input type="checkbox"/> |
| c) I consent to my personal information being used and disclosed in accordance with this form and YOS Independent School's Privacy Policy                                     | YES | <input type="checkbox"/> |
| d) YOS Independent School has explained our Privacy Policy and if there has been a breach, the process to follow  | YES | <input type="checkbox"/> |
| e) I consent to the use of photographs/videos of me taken by the School for the use in promotional material for YOS Independent School and The Salvation Army                 | YES | <input type="checkbox"/> |
| f) I consent to the acknowledgement of my contribution and activities at the School in a newsletter, AGM report or on a website   | YES | <input type="checkbox"/> |
| g) I consent to YOS Independent School requesting information from my previous school and consent to this school providing any relevant information to YOS Independent School | YES | <input type="checkbox"/> |

I acknowledge that I have read and understood this privacy notice and freely agree to provide the sensitive information referred to and/or contained in this document to YOS Independent School. I acknowledge that the information I have provided to YOS Independent School is current and I consent to the disclosure of this information to the types of organisations or individuals identified in this form. I undertake to notify YOS Independent School as soon as practicable if this information is no longer current or if my consent for the collection of this information is withdrawn. I acknowledge that until such time that I notify YOS Independent School that my consent is withdrawn, I agree that YOS Independent School will be entitled to presume that this consent is current and informed.

**Name of Student:**

**Name of Person Signing:**

This should be parent/carer if student is under 18 unless the student is independent

**Signature of Student or Parent / Carer:**

(please circle who has signed)

**Date:**



## Additional Privacy Notice for VET Students

Under the *Data Provision Requirements 2012*, YOS Lawnton is required to collect personal information about you and to disclose that personal information to the National Centre for Vocational Education Research Ltd (NCVER).

Your personal information (including the personal information contained on our expression of interest and interview forms), may be used or disclosed by YOS Lawnton for statistical, administrative, regulatory and research purposes. YOS Lawnton may disclose your personal information for these purposes to:

- Commonwealth and State or Territory government departments and authorised agencies; and
- NCVER.

Personal information that has been disclosed to NCVER may be used or disclosed by NCVER for the following purposes:

- populating authenticated VET transcripts;
- facilitating statistics and research relating to education, including surveys and data linkage;
- pre-populating RTO student enrolment forms;
- understanding how the VET market operates, for policy, workforce planning and consumer information; and
- administering VET, including program administration, regulation, monitoring and evaluation.

You may receive a student survey which may be administered by a government department or NCVER employee, agent or third party contractor or other authorised agencies. Please note you may opt out of the survey at the time of being contacted.

NCVER will collect, hold, use and disclose your personal information in accordance with the *Privacy Act 1988* (Cth), the National VET Data Policy and all NCVER policies and protocols (including those published on NCVER's website at [www.ncver.edu.au](http://www.ncver.edu.au)).

### Student Declaration and Consent

I declare that the information I have provided to the best of my knowledge is true and correct.

I consent to the collection, use and disclosure of my personal information in accordance with the Privacy Notice above.

STUDENT SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

PARENT/CARER SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_