

USE OF THIRD PARTY WEB BASED EDUCATIONAL SERVICES PERMISSION TO ACCESS SEESAW

Kororoit Creek Primary School Consent Form and Collection Notice

Dear Parents and Carers,

This year, all students at Kororoit Creek Primary School will continue using Seesaw (<http://seesaw.me>). Seesaw is a secure online platform that we use as our ongoing reporting platform. This has become a vital tool for parents to receive timely information about their child's progress and be able to provide feedback throughout the year.

To access Seesaw, students will each be provided with a QR Code or alphanumeric code, which will allow them to view and respond to tasks. Throughout the year parents will be given family access to see only their child's account and work. Anyone with access to the login/QR Code will be able to access your child's account so it is essential that you keep the login/QR Code secure and private and only share it with the select people you trust.

By having a Seesaw journal, your child will be able to add the things they work on (including photos, videos, worksheets, drawings and voice recordings) and then share them privately with you to view and comment on throughout the school year. This will open an array of opportunities for our students and their families. You will be able to view your child's work, including the curriculum standards they address as well as see teacher feedback to work submitted. The journal will be a source of communication and feedback, supporting Celebrations of Learning as well as student led/three-way conferences, while building the skills our students needs to be successful in a 21st Century digital environment.

Seesaw provides the opportunity for schools to bridge the home-school learning link and strengthen home learning partnerships where what is happening at school can be reinforced through discussion and engagement at home. All posts are moderated by the classroom teacher. Students will be expected to follow classroom Essential Agreements (student produced and agreed upon expectations) that build safe and collaborative digital environments, as well as school wide Acceptable Use Agreements which are provided to families at the beginning of each school year.

In order for your child to use Seesaw, we need your permission. Because of the nature of the service, Seesaw does collect personally identifiable information, like your child's first name, and photos, videos or voice recordings made by your child. Seesaw only uses this information to provide the service and doesn't advertise in Seesaw, create profiles of students, or share or sell your child's personal information or journal content. They also use SSL network level security with data stored in highly secure, access-controlled data centres. You can read more about their privacy promises and security measures here: <https://web.seesaw.me/privacy> or by searching 'Seesaw student data safety' in your Internet search engine. Seesaw does not own any images, videos or voice recordings that are uploaded to student journals and these can be retrieved and deleted by the school at any time. Postings are also only accessible to parents via a secure login/QR Code and will not be visible to anyone without a login.

By acknowledging this notice and ticking the consent icon in Compass you will give permission for your

child's images to be used by our school for the ongoing use of Seesaw for **the duration of their time at Kororoit Creek Primary School**. Your child may be identified by first name only in these images. On occasions, your child may also appear in another child's portfolio for group work, whole class presentations or in the background of another child's post. Your child will also have access to a class Seesaw blog where they will be able to select work they are proud of to share with the class. These posts will be able to be viewed by other students in the class who may access the blog from home, therefore their families may also be able to view these posts.

Privacy

Photographs, video and recordings of a person that may be capable of identifying the person may constitute a collection of 'personal information' under Victorian privacy law. This means that any images of your child taken by the school may constitute a collection of your child's personal information. The school is part of the Department of Education and Training (**the Department**). The Department values the privacy of every person and must comply with the *Privacy and Data Protection Act 2014* (Vic) when collecting and managing all personal information. For further information see [Schools' Privacy Policy](http://www.education.vic.gov.au/Pages/schoolsprivacypolicy.aspx) (<http://www.education.vic.gov.au/Pages/schoolsprivacypolicy.aspx>).

Ownership & Reproduction

Copyright in the images will be wholly owned by the school. This means that the school may use the images in the ways described in this form without notifying, acknowledging or compensating you or your child.

Opt In

Kororoit Creek Primary School understands that parents and carers have the right to withhold permission for our school to use photographs, video or recordings of your child (apart from circumstances where the school is not required to seek consent – see our [Photographing, Filming and Recording Students Policy](#) on the school website.

If you would like your family and your child to access the benefits of Seesaw through a secure online journal, please complete the consent process through Compass as soon as possible. However, if you decide that you do not want your child's work, photos or videos published to Seesaw you do not need to consent and your child will not have access to the Seesaw platform and **you will need to email the school to let us know of this decision.**

I have read this form and I **consent** to Kororoit Creek Primary School using photos, video or recordings of my child to be used on the Seesaw application. I have consented to my child having access to Seesaw by clicking 'attending' on the Seesaw event in Compass.

Further information is available in the Kororoit Creek Photographing, Filming and Recording Students Policy