Craigieburn Secondary College
RESPECT BELONGING GROWTH and UNDERSTANDING

ONLINE SERVICES

What type of online services are used at our school?

Our school uses a variety of online services and applications (**online services**) to support and enhance our students' educational experiences and to create a high quality and innovative learning environment. Our school uses online services for:

o   teaching and learning
o   communication and engagement with parents
o   student administration
o   school management
o   complying with legal requirements
o   supporting students' social and emotional wellbeing, and health
o   supporting policy in relation to student education and wellbeing
o   other purposes stated in the Schools' Privacy Policy.

The online services used at our school are:

Online service	Whose and what information	Why this information is collected	Data storage location & service provider privacy policy
AcePro (OnGuard)	• Student Details: first name, surname, email address, year level, form group, profile photo • Cases21 ID • Student assessment results	OnGuard Safety Training is an online platform that provides training for students in Work Health and Safety education, including assessments.	Australia Privacy Policy
Acer (PAT)	• Student Details: first name, surname, email address, date of birth, year level, form group • Cases21 ID	ACER provides a suite of testing instruments online that enables student growth in Maths, Science and Literacy to be measured.	Overseas Privacy Policy
Audiobooks (Wheelers ePlatform)	• Student Details: first name, surname	Through the Wheelers ePlatform students will be able to borrow audiobooks. Students use their unique login details (user name and password) to access and borrow 'books'.	Australia & overseas (New Zealand,

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			United Kingdom & Malaysia) Privacy Policy
Autodesk	• Student Details: first name, middle name, surname, student email address, year level, date of birth	The use of Autodesk CAD software(s) will allow students to explore three-dimensional prototyping and product design. It will support students to understand, create, synthesise and visualise their ideas further allowing them to evaluate and refine their products. This is mainly used in design and technologies subjects.	Australia, United States and Overseas Privacy Policy
Cambridge Digital Texts	• Student Details: first name, surname, email address, year level, form group • cases21 id	A platform from the publisher for students to access online texts and resources listed on the school's booklist.	Overseas Privacy Policy
Campion MyConnect	• Student Details: first name, surname, email address, year level, form group • Cases21 ID	A platform used by parents and students when ordering resources and online texts from the school's booklist.	Australia Privacy Policy
Compass	• Student details: first name, surname, year level, class, school name, age, DOB, school email address, gender, Aboriginal Torres Strait Islander (ATSI) and English as a second language (ESL) status • CASES21 ID • Timetable and attendance information • Student reports and assessment results • Notes on student work, wellbeing, attendance, and behaviour • Medical details. • Profile photo of student. • Photos/video of student work or students engaging in tasks where no individual student is recognisable • Parent/carer details: first name, surname, home address, school name, email address, home and mobile number • Emergency contact details for students • Information about parent/carer access	Compass provides schools with a single platform for school and student administration functions, such as: - financial management - timetabling - attendance - student assessment and reporting - communicating with parents and students - making reasonable adjustments for students with disabilities and other conditions - fulfilling legal requirements such as duty of care.	Australia Privacy Policy

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Digital Assessment Library	• Student Details: first name, surname, email address, year level, form group, profile photo • Cases21 ID • Student assessments	The VCAA's Digital Assessment Library (DAL) offers free, high quality online classroom student assessments, aligned to the Victorian Curriculum F-10, providing teachers with meaningful and timely information about student learning and progress.	Australia & Overseas Privacy Policy
Duolingo	• Student Details: first name, middle name, surname, student email address, age	Duolingo is an American educational learning app used by students to study a language.	Overseas Privacy Policy
Edrolo	• Student Details: first name, surname, student email address, year level, date of birth • Student assessments and school work	Edrolo is an online resource that provides interactive videos and exam questions for Year 11 and 12 students. Edrolo is used as a teaching and learning tool to further enhance what is covered in class. Through the platform teachers can set homework, revision and practice tasks. Students can also prepare for exams and assessment through their access to exam style questions, checklists, videos, modelled examples. Edrolo is currently used in Units 1-4 Psychology, Biology, English and Chemistry and Physics. Students use their Craigieburn student email to log in and then will be able to create their own individual password.	Sydney Privacy Policy
Education Perfect	• Student Details: first name, surname, student email address, year level, classes • Cases21 ID	Education Perfect is an online learning tool and works in both a classroom and remote setting. For students, the system aims to create engaging, interactive lessons that scaffold a student's learning.	Sydney Privacy Policy
Edval	• Student Details: first name, middle name, surname, email address, year level, form group • Cases21 ID	Edval Timetable is a timetabling tool that the school will use to schedule and display classes for teachers and students, including room allocation. Additional features include online capture of student subject preferences.	Sydney Privacy Policy
Grok Learning	• Student Details: first name, surname, email address, year level, form group, profile photo • Student assessments & school work	Grok is a computing and program platform that enables students to design and create their own applications and programs.	Overseas Privacy Policy
Heinemann Digital Texts	• Student Details: first name, surname, email address, year level, form group • Cases21 ID	A platform from the publisher for students to access online texts and resources listed on the school's booklist.	Sydney and Germany Privacy Policy

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Insight Testing Platform (TEAL RVEAL)	• Student Details: first name, surname, email address, year level, form group • Cases21 ID • Student assessments	The Insight Assessment Platform provides a collection of online diagnostic, formative and summative assessments aimed at helping teachers assess the progress of all learners and support more targeted teaching practices.	Overseas Privacy Policy
Insights Publications Digital Texts	• Student Details: first name, surname, email address, year level, form group • Cases21 ID	A platform from the publisher for students to access online texts and resources listed on the school's booklist.	Australia & Overseas Privacy Policy
iVet institute	• Student Details: first name, surname, email address, year level, form group, date of birth • Cases21 ID • Student VS Number • Student assessments and school work	iVET is an online platform for students to access resources and complete assessment tasks in the completion of vocational education and training. Students access course resources and complete assessments to complement their school studies.	Australia and Overseas Privacy Policy
Jacplus / Jacaranda online texts	• Student Details: first name, surname, student email address, year level, date of birth • Student assessments and school work	These are used by students to access online resources and textbooks. Through this site, students can also access videos, interactive activities, quizzes, worksheets and assessments. They can also complete and submit work.	Australia Privacy Policy
LMS (moodle) lms.craigieburnsc.vic.edu.au	• Student Details: first name, surname, email address, year level, form group, profile photo • Cases21 ID • Student assessments and school work	The LMS is one of the main portals for students to access their digital learning resources. Students can download activities, learning tasks, assessments, learning plans, access videos and other interactive activities to support their learning. Students use their unique login details to login to the LMS.	Victoria (on campus) Privacy Policy
Matilda	• Student Details: first name, surname, student email address, year level, date of birth • Student assessments and school work	This is used by all year 7 – 10 students to access their textbooks for their subjects. Through this site, students can also access videos, interactive activities, quizzes, worksheets and assessment. They can also complete and submit work. Students use their Craigieburn student email to log in and then will be able to create their own individual password.	Australia Privacy Policy
Morrisby Testing	• Student Details: first name, surname, email address, year level, form group, date of birth, photo • Cases21 ID • Academic results • Career and education plans • EAL/ESL status • Student assessments	This is a careers platform used across Australia to provide information and assessments for students about their interests in future pathways. Students consider their interests, skills and aspirations in conjunction with specific resources and assessments provided.	Overseas Privacy Policy

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Nearpod	• Student Details: first name, surname, email address, year level, form group • Cases21 ID • Student assessments and school work	Nearpod is an online platform that provides real time insights into student understanding through interactive lessons. Students complete activities online and get feedback on their learning through completing quizzes and tasks.	Overseas Privacy Policy
NelsonNet Digital Texts	• Student Details: first name, surname, email address, year level, form group • Cases21 ID	A platform from the publisher for students to access online texts and resources listed on the school's booklist.	Overseas Privacy Policy
Office 365 (Student Email)	• Student Details: first name, surname, email address, year level, form group • Cases21 ID • Student assessments and school work	Students use Outlook from Office 365 to send, receive and manage emails. Students also use the calendar function and for the suite of Office applications such as Word, PowerPoint and OneDrive.	Victoria Privacy Policy
Oliver v5 Library	• Student details: first name, surname, gender, year level, class, school, student email address, profile photo and alias (borrower's ID)	Oliver enables our school community to: - access library resources, including eResources, as well as manage loans and reservations. - assess the reading level of students by reviewing their reading lists. - create and share book reviews. - send parents notification of overdue books.	Australia Privacy Policy
Oxford Digital Texts	• Student Details: first name, surname, email address, year level, form group • Cases21 ID	A platform from the publisher for students to access online texts and resources listed on the school's booklist.	Overseas Privacy Policy
Pivot Survey	• Student Details: first name, surname, email address, year level, form group • Cases21 ID	Pivot is an online anonymous survey for students which provides direct feedback to classroom teachers about their teaching and gives insight into next steps to maximise teaching impact in the classroom.	Australia Privacy Policy
Sound Trap	• Student Details: first name, middle name, surname, student email address, year level, date of birth	Soundtrap is a cloud-based digital audio workstation (DAW) that is reimagining how music and podcasts are created. Students use the program to create and record music in the Performing Arts curriculum area.	Overseas Privacy Policy

Please click this link to read important privacy information for students, parents, and carers.

What content and materials will be shared through the software?

Students may have the ability to create, store and share schoolwork related content, such as photographs, audio and video recordings, and non-classroom related information. Where this work contains personally

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identifiable information of students or others, we will guide students on how to handle it safely and respectfully, and to seek appropriate permissions.

How do we protect personal and other information?

Personal information will be handled in line with the school's and DET's policies. These include:

Schools' Privacy Policy

Cybersafety and Responsible Use of Digital Technologies

Acceptable Use Agreement

Digital Learning in Schools and Records Management Policy.

We will help your child to use online learning systems safely by providing them with technical or any other help they need.

You can also assist by:

- having conversations with your child about eSafety
- checking that your child is comfortable raising any issues with you or their teacher
- watching your child when they use the software from home to check if they have any concerns.

Who can I contact if I have questions?

If you wish to request access to your/your child's information, have any questions or concerns regarding your child using any of the online services, or you do *not* want your child to participate, please contact the school to discuss your options via your child's year level form teacher, Pedagogy for Engagement Leading Teacher or Assistant Principal on 9308 1144 or via Compass email.

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