



EMPLOYMENT PRIVACY COLLECTION NOTICE

A. In applying for this position, you will be providing John Wollaston Anglican Community School (the School) with personal information. We can be contacted at:

Contact: The Principal

Address: John Wollaston Anglican Community School
Centre Road
Camillo WA 6111

Email: employment@jwacs.wa.edu.au

Telephone: (08) 9495 8100

- B. If you provide us with personal information, for example, your name and address or information contained on your resume, we will collect the information in order to assess your application for employment. We may keep this information on file if your application is unsuccessful in case another position becomes available.
- C. The Schools *Privacy Policy* contains details of how you may complain about a breach of the Australian Privacy Principles or how you may seek access to personal information collected about you. However, there may be occasions when access is denied. Such occasions would include where access would have an unreasonable impact on the privacy of others. Any refusal will be notified in writing with reasons if appropriate.
- D. We will not disclose this information to a third party without your consent.
- E. We are required to conduct a criminal record check through the National Police Check and request a Working with Children Check. We may also collect personal information about you in accordance with these laws.
- F. The School may use online or ‘cloud’ service providers to store personal information and to provide services to the School that involve the use of personal information, such as services relating to email, instant messaging and education and assessment applications. Some limited personal information may also be provided to these service providers to enable them to authenticate users that access their services. This personal information may reside on a cloud service provider’s servers, which may be situated outside Australia.*
- G. If you provide us with the personal information of others, we encourage you to inform them that you are disclosing that information to the School and why, that they can access that information if they wish and that the School does not usually disclose the information to third parties.*

** If applicable*