

Online Services at Woodville Primary School.



Help for non-English speakers

If you need help to understand the information in this policy, please contact Ms Liz Lange. PH: 03 97492770 or woodvilleps.vic.edu.au

Online Services at Woodville Primary School

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:

- teaching and learning
- communication and engagement with parents
- student administration
- school management
- complying with legal requirements
- supporting students' social and emotional wellbeing, and health
- supporting policy in relation to student education and wellbeing
- 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
Compass	<ul style="list-style-type: none"> Student details: first name, surname, year level, class, school name, age, DOB, school email address, gender, Aboriginal Torres Strait Islander (ATSI) 	Compass provides schools with a single platform for school and student administration functions, such as financial management, timetabling, attendance, student assessment and reporting,	Australia https://www.compass.education

	<p>and English as a second language (ESL) status.</p> <ul style="list-style-type: none"> • 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. • 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. 	communicating with parents and students, making reasonable adjustments for students with disabilities and other conditions, and fulfilling legal requirements such as duty of care.	/guide#section-012
Class Dojo	<ul style="list-style-type: none"> • Student details: first name, surname, age, gender, class, school name and address, mobile device ID. • Parent details: first name, surname, gender, phone number, email address, mobile device ID, school name and address. • Student and parent language preference. • Student and parent IP address. • Geolocation. • Student feedback points. • Photographs, videos, documents, drawings or audio files. • Photos/video of student work or students engaging in tasks where no individual student is recognisable. • Student attendance details. 	<p>School communication platform that includes student portfolios and behavioural management.</p> <p>Enables teachers to encourage students in class and engage parents by sharing classroom updates and student work via photos, videos and messages.</p>	<p>USA</p> <p>Privacy Policy - ClassDojo</p>
Mathsonline	<ul style="list-style-type: none"> • Student first name, surname, class, year level, school name. • Student responses to online learning, tests, and academic results. 	<p>Provides students with access to online maths learning tool and online maths competitions.</p> <p>Enables teachers to track and assess student progress and tailor further learning. This also includes video tutorials, interactive questions, tasks and solutions as well as reports.</p>	
Reading Eggs (Prep-	<ul style="list-style-type: none"> • Student first name, surname, year level, class, school name. • Students' responses to online learning. 	Provides students with access to online literacy learning tool.	<p>USA</p> <p>Privacy Policy –</p>

Year 2 students)		Enables teachers to track and assess student progress and tailor further learning.	ABC Reading Eggs
Studyladder	<ul style="list-style-type: none"> Student first name, username, class, year level, school name and surname (when this is needed to distinguish students). Student responses to online learning. Comments on student work. Messages to students. 	<p>For student learning and assessment in maths, English and science.</p> <p>Enables teachers to provide feedback and direction to students.</p>	<p>USA</p> <p>Privacy Policy - Studyladder</p>
Essential Assessments	<ul style="list-style-type: none"> Student first name, Surname, student ID, year, class 	Assessment model that delivers a whole school approach to summative and formative assessments, Pre and post assessments, monitors student growth, content descriptors/achievement standards.	<p>USA and Canada</p> <p>Privacy Policy – Showbie</p>
Oliver v5 Library	<ul style="list-style-type: none"> Student details: first name, surname, gender, year level, class, school, eduMail address, profile photo and alias (borrower's ID). Parent details: first name, surname, email address. 	<p>Enables school community to access library resources, including eResources, as well as manage loans and reservations.</p> <p>Assess the reading level of students by reviewing their reading lists.</p> <p>Create and share book reviews.</p> <p>Send parents notification of overdue books.</p>	<p>Australia</p> <p>Data Protection and Privacy Policy - Softlink Education</p>
Office 365	<ul style="list-style-type: none"> Student first name, surname. 	Staff monitor planning documents, assessment documents related to teaching and learning	https://www.microsoft.com/en-us/microsoft-365?legRedir=true&CorrelationId=766d52da-7d04-4688-8fee-d4e38d359319
Literacy Planet	<ul style="list-style-type: none"> Student first name, surname, year level, class 	<p>Learning literacy through storytelling; phonics, sight words, spelling comprehension, grammar, punctuation.</p> <p>Rewards to enhance engagement, student learning proficiency, real time data to differentiate, student literacy proficiency, real time data differentiation, student activity results,</p>	<p>UK</p> <p>https://www.literacyplanet.com/privacy-policy/</p>
Scholastic Learning Zone	<ul style="list-style-type: none"> Student first name, surname, year level, class 	Literacy platform - All year 5/6 students and year 3/4 student who are above expected learning level.	<p>AUS & NZ</p> <p>https://www.scholastic.com.au/about-</p>

		<p>Online platform that gives teachers and students access to a growing portfolio of a digital education resources.</p> <p>Research based assessment resources that provides teachers evidence based data, informs teaching/learning decisions and develops students to become proficient readers.</p>	scholastic/privacy-policy/
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In addition to the above, and where appropriate or permitted by law, school staff or software providers may access information in online services for other purposes, for example, where the software provider needs access to provide technical support.

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 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. [Schools' Privacy 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: Jodi Binion/Nadia Lenart/Sharni Wallace PH: 97492770 or woodville.ps@education.vic.gov.au