



## Information Collection Notice: Alumni

Penrhos College collects personal information about alumni members from time to time. The primary purpose of collecting this information is to enable us to inform alumni members about the activities of the Penrhos College Alumni (Inc) (the incorporated Association guided by an elected Alumni committee) and Penrhos College, and to assist the College with its community relations endeavours.

Personal information, including a member's name, address, student photo, date of birth, family links, entry date, leaving date and leaving reason, is retained when a student leaves or graduates from Penrhos College and becomes an alumni member. Penrhos College must hold this personal information to maintain a past student's membership of the Penrhos College Alumni Inc.

Past student membership of the Penrhos College Alumni Inc is automatic, unless a parent/s has opted out on a student's Enrolment Form. Alumni members may opt out of their membership by advising the Community Relations Officer.

Penrhos College engages in fundraising activities from time to time. Personal information may be used to make an appeal to alumni members. It may also be used by Penrhos College to assist in its fundraising activities. Alumni members may opt out of direct contact regarding fundraising activities by advising the Community Relations Officer.

Penrhos College may publish details about alumni members in The Penrhosian magazine, Dragon's Breath e-newsletter and other College publications where the information is already publicly available. These items are generally information regarding alumni member awards, achievements and other 'good news' stories. Alumni members may opt out of this practice by advising the Community Relations Officer.

Penrhos College may store personal information in the 'cloud', which may mean the data resides on servers outside Australia. This may mean that personal information may be stored or processed outside Australia. The College's Privacy Policy contains further information about its use of cloud and other third-party service providers and any of their overseas locations. Please note that the College undertakes investigation of all cloud based storage sites prior their engagement. If the cloud servers are not located within Australia, they should qualify as a country having Privacy laws similar to Australian laws.

Penrhos College can be contacted about this Collection Notice or about personal information generally, by:

- Email: [privacy@penrhos.wa.edu.au](mailto:privacy@penrhos.wa.edu.au)
- Calling 08 9368 9500 and asking to speak to our Privacy Officer
- Writing to our Privacy Officer at Locked Bag 690, COMO 6952 or
- By facsimile at 08 9368 9677