

australian school of performing arts

Privacy Policy

The Australian School of Performing Arts (ASPA) adheres to the Federal Government's Privacy Act of 2002, which protects individuals' personal information. The following policy document outlines ASPA's commitment to maintaining your privacy.

Collection of information

ASPA obtains information from students in order to provide the highest quality of customer service available. All information gathered is necessary to the daily operation of our organisation, and providing this information is a necessary requirement in order to process a student's registration with the Australian Girls Choir (AGC) and/or Aus Girls Dance (AGD) and/or Australian Arts Alive (a3).

As minors, information is collected from parents and legal guardians on behalf of students. The submission of a student's registration form is taken to have provided consent for this information to be disclosed to ASPA.

ASPA is clear in its intention to gain personal information from students and their families and does not use deceptive means to gain information.

ASPA exercises sensitivity in the collection of personal information, such as that pertaining to health and custody issues, and only seeks to obtain this information to ensure that a student's special needs may be met and catered for.

ASPA maintains professional confidentiality when collecting health information, gains consent to obtain it, and discloses it to the health professional in charge of administering health care. All medical forms are destroyed when they are no longer required.

Information is entered into a customised database system, which may only be accessed by qualified ASPA staff members, and is secured by password protection.

Disclosure of information

All information obtained by ASPA is subject to professional confidentiality and will not be disclosed, other than what would be reasonably expected in the course of business.

Information will not be disclosed to any third party except as required by law or for fee collection purposes.

Information can be disclosed for a secondary purpose if it has the individual's consent (for example, to establish car pooling relationships). When this is the case, individuals will be informed of this possibility at the time of disclosure.

Health information may be disclosed to a responsible person in some circumstances where the individual is unable to give consent. This disclosure may be made to a guardian, close friend, or relative.

In cases of separated families, ASPA will not disclose information about one party to the other. If one party only is a legal guardian, ASPA will not disclose information about the student to the other parent.