

Dear Parent/Guardian

Our school collects, uses, discloses and stores student and parent personal information for standard school functions or where permitted by law, as stated in the Schools' Privacy Policy.

Please take time to read our school's collection notice, found on our website <https://oakwoodschool.vic.edu.au/school-documents/policies>. We ask parents to also review the guidance we provide on how we use our digital platforms safely at the school by accessing our Digital Learning Policy on the school website and what parents can do to further protect their child's information. If after reviewing the guidance, you have any questions or concerns regarding your child using Microsoft 365 please contact the school.

For more information about privacy, refer to: Schools' Privacy Policy- <https://oakwoodschool.vic.edu.au/school-documents/policies> — information for parents. This information is also available in ten community languages:

\* Amharic

\* Arabic

\* Dari

\* Gujarati

\* Mandarin

\* Somali

\* Sudanese

\* Turkish

\* Urdu

\* Vietnamese



Paul Newson  
Principal