



# ST JUDE'S PRIMARY SCHOOL

Mulley Street, Holder ACT 2611

PH: (02) 6288 7688

EMAIL: office.stjudes@cg.catholic.edu.au

WEB: www.stjudesps.act.edu.au

Dear Parents and Carers

## Parent email addresses

At the start of each year a parent (or two) is appointed as the Class Contact for the students' in each class. One of their roles as Class Contact is to gain permission to use parents email addresses in each class so school information can be distributed easily and efficiently.

Each class email list is a private list used for school / class purposes. From time to time Class Contacts receive requests for other parents' email addresses. Class Contacts are unable to give these out for privacy reasons.

Class Contacts are asked to Blind Carbon Copy (BCC) any distribution of messages to protect the privacy of parents.

I believe this approach to protecting parent email address privacy is consistent with the below excerpt from Catholic Education's Use or Disclosure of Personal Information.

### *Use or Disclosure of Personal Information Standard Collection Notice – ACT 1.*

*St Jude's Primary School is a Catholic systemic school operating under the authority of the Archdiocese of Canberra and Goulburn and administered under the direction of the Catholic Education Office, Archdiocese of Canberra and Goulburn. The school and the Archdiocese collects personal information, including sensitive information about pupils and parents or guardians before and during the course of a pupil's enrolment at the school. The primary purpose of collecting this information is to enable the school to provide schooling to the pupil and enable the pupil to take part in all the activities of the school.*

Wishing you well

Peter Galvin  
25/6/2018