

Privacy Policy

V2.3 – JANUARY 2024

1. Document Control

Version	Changes	Owner
2.3	Minor changes and remove version history	National Office

1. Scope

- 1.1. This policy governs the collection, storage, use, and disposal of data generated through our digital platforms. This policy sets out how we will uphold our commitments to privacy when we interact with you through our digital platforms.
- 1.2. Please take some time to read through this policy, and understand our values. This policy will be updated from time to time, and we strongly encourage you to visit this page regularly. If you are subscribed to updates from the ACSV, we will endeavour to update you of any changes to this policy.

2. Definitions

- 2.1. In this policy,
 - 2.1.1. Us, We, Our, and ACSV refers to the Company known as the Australian Council for Student Voice Ltd. This includes, without limitation, our Board of Directors, Staff, Volunteers, and other individuals who we may engage to act on our behalf.
 - 2.1.2. You and Subscriber, refers to yourself as an individual who has provided your details on the ACSV website for the purpose of receiving communication from Us.
 - 2.1.3. Member refers to a Company Member of the ACSV, who has been admitted to Membership by the Board and is bound by the Constitution.
 - 2.1.4. Digital Platforms includes, without limitation, the website at the domain "studentvoice.org.au", and other such platforms that we may make available to you from time to time.

3. Collection, use, and disclosure

- 3.1. We handle your personal information in accordance with the Privacy and Data Protection Act 2014 (Vic) (PDP Act) and other applicable legislation. See: <https://ovic.vic.gov.au/privacy/resources-for-organisations/information-privacy-principles-short-guide/>
- 3.2. We collect personal information as it's necessary to fulfil various functions, such as communicating with you. This includes recording your status as a part of our community, making resources available to you, sending regular communications, and keeping you up-to-date with various activities. This data is also used for website and system administration.
- 3.3. We will endeavour to provide a notice for collection, which will be accompanied by this privacy statement, that outlines the measures that we take to protect your data. Personal information is only disclosed for the primary purposes for which it is collected, and for which would be reasonably expected. We do not collect sensitive or health information.

4. Data quality and security

- 4.1. We will endeavour to keep your personal information accurate, complete and up to date. You should notify us of any changes to your information within 28 days of such a change occurring. We will verify this information at the time of collection, and periodically check this. We will take all reasonable steps available to us to protect this information from misuse, loss, unauthorised action, modification, and unnecessary disclosure. When your data is no longer needed, we will take reasonable steps to destroy or de-identify personal information.
- 4.2. You can ask us at any time to view your data, and we must generally provide this unless there is a valid reason for refusal. To request access to your data, email privacy@studentvoice.org.au. We will endeavour to respond within 28 days to any request.

5. Content for information purposes only

- 5.1. This site has been compiled from information obtained from multiple sources and is subject to change without notice. We have used our best endeavours to ensure that the information is correct and current at the time of publication, but takes no responsibility for any error, omission, or defect therein.
- 5.2. No claim is made as to the accuracy or authenticity of the content of the website. The moderators of this site make no representations, either expressed or implied, as to the suitability of anything on this website for any particular purpose. We do not sponsor or endorse any material on websites linked from or to this website. Information, data and advice on this website is provided on the basis that site users undertake responsibility for assessing the relevance and accuracy of its content.
- 5.3. All workings displayed on the site remain property of the original author. In some cases, a third party may hold copyright in material presented on this website. Their permission may be required to use the material. We are not liable for any copyright infringements. Users submit and use content at their own risk.
- 5.4. Unless otherwise specified, material shared on this site should be used under our Open Access Policy.

6. Limitation of liability

- 6.1. To the extent permitted by law, you release us from any liability for any loss or damage (including indirect, special or consequential loss or damage) arising from the use of, or reliance on, the Information, whether or not caused by any negligent act or omission. If any law prohibits the exclusion of such liability, the ACSV limits its liability to the extent permitted by law, to the resupply of the information.

7. Further reading

- 7.1. These terms do not apply to linked websites that are not managed by us. When you link to another site, we recommend you read the terms of use and privacy policy of that site.

7.1.1. We use Squarespace to host our website and for our email marketing. See:

<https://www.squarespace.com/privacy>

7.1.2. We use Google Analytics to collect information about how our website performs in the Google search engine. See:

<https://support.google.com/analytics/answer/7318509?hl=en>

8. Authorisation

8.1. This policy was authorised by the National Office on Monday, 01 April 2024.