



THE ST CATHERINE'S NURSERY SCHOOL PRIVACY NOTICE

IN TERMS OF POPI ACT CONDITION 6, SECTION 18, NOTIFICATION

THE PURPOSE OF POPI

The Protection of Personal Information Act (POPI) was signed into law on 19 November 2013 and published in the Government Gazette on 26 November 2013. The POPI Act:

- (a) Recognises that a person's right to privacy includes protection against unlawful collection, retention, dissemination and use of personal information.
- (b) Introduces measures to protect personal information that is processed by public and private bodies.
- (c) Prescribes minimum requirements for processing personal information. The main purpose of POPI is to:
 - (a) Give effect to everyone's right to privacy as enshrined in the Constitution;
 - (b) Facilitate the balance between the rights to privacy with other rights, such as the right to access information; and
 - (c) Safeguard important interests such as the free flow of information within the Republic and across international borders.

Collection of personal information:

We collect and process your Personal Information mainly to provide you with access to our services and products. The type of information we collect will depend on the purpose for which it is collected and used. We will only collect information that we need for that purpose.

Disclosure of Personal Information:

We may disclose your Personal Information to our business partners who are involved in the delivery of products or services to you. We have agreements in place to ensure that they comply with these privacy terms.

We may share your Personal information with, and obtain information about you from:

- Third parties for the purpose listed above;
- Other schools when we believe it will enhance the services and products we can offer to you, but only where you have not objected to such sharing;
- Other third parties from whom you have chosen to receive marketing information.

We may also disclose your information:

- Where we have a duty or a right to disclose in terms of law or industry codes;
- Where we believe it is necessary to protect our rights.

Personal Information Security:

We are legally obliged to provide adequate protection for the Personal Information we hold and to stop unauthorised access and use of personal information. We will, on an on-going basis, continue to review our security controls and related processes to ensure that your personal information is secure.

P O Box 11050 Selcourt 1567
E-mail: stcaths@stcaths.co.za



30 Wankie Avenue, Selcourt 1559
Tel: 011 818-1126

Agreement:

All parties (school, teachers/employees, parents and third parties) agree that they will comply with POPI regulations and process all the information and/or personal data in respect of the services being rendered in accordance with the said act and only for the purpose it was agreed upon.

All parties agree that “confidential information” shall also include:

- All data and school information.
- Software programs, computer processing systems, technical information, WhatsApp groups as well as your website activity such as your IP address or operating system you are using, and link this to your personal information for a better web experience.

By signing hereunder:

All parties agree to abide by the terms and conditions as set out in this agreement as well as agree and acknowledge that all information provided, whether personal or otherwise, may be used and processed by St Catherine’s Nursery School. Further it is specifically agreed that the school will take all reasonable precautions to ensure that any information provided, is only used for the purpose it has been provided.

All parties acknowledge that they have read all the terms in this policy and that they understand and agree to be bound by the terms and conditions as set in this agreement.

It is confirmed that by submitting information to St Catherine’s Nursery School that you consent to the collection, processing and storing of such information and the use and disclosure of such information in accordance with this policy.

Should you not agree to the terms and conditions as set out in this agreement and consent declaration. You must notify the school immediately, which it will be deemed that you do not accept and agree to the terms and conditions set out above. In terms of the POPI Act (POPIA) you have the right to object to the processing of your personal information and to request a copy of the personal information we hold about you. You also have the right to ask us to update, correct or delete your personal information.

CONSENT DECLARATION:

Parents full names and surname: _____ (Mother)	
_____ (Father)	
Name of Child at St. Catherine’s Nursery School _____	
Signature: _____ (Mother)	Signature: _____ (Father)
Date: _____	Date: _____

I hereby declare that I understand, accept and agree with the POPI Act agreement declaration.

Principal: Susan Ramos Signature: _____

Witness: _____ Signature: _____

Date: _____