

NAMBOUR CHRISTIAN COLLEGE LTD

CONTRACTOR/VOLUNTEER COLLECTION NOTICE

1. In offering, applying or agreeing to provide services to the College, you will be providing Nambour Christian College with personal information. We can be contacted at PO Box 500, Nambour 4560 or by email at info@ncc.qld.edu.au or by telephone on 07 5451 3333.
2. If you provide us with personal information, for example your name and address, we will collect the information in order to assess your application. We may also make notes and prepare a confidential report in respect of your application. You agree that we may store this information.
3. The College's Privacy Policy, accessible on the College's website, contains details of how you may complain about a breach of the Australian Privacy Principles and how you may seek access to and correction of your personal information which the College has collected and holds. However, access may be refused in certain circumstances such as where access would have an unreasonable impact on the privacy of others. Any refusal will be notified in writing with reasons if appropriate.
4. We will not disclose this information to a third party without your consent unless otherwise permitted to.
5. We are required to collect information such as a Working with Children Check (Blue Card) under Child Protection law. We may also collect other personal information about you in accordance with these laws.
6. The College may use online or 'cloud' service providers to store personal information and to provide services to the College that involve the use of personal information, such as services relating to email, instant messaging and education and assessment applications. Some limited personal information may also be provided to these service providers to enable them to authenticate users that access their services. This personal information may reside on a cloud service provider's servers which may be situated outside Australia. Further information about the College's use of on online or 'cloud' service providers is contained in the College's Privacy Policy.
7. The College uses centralised information management and storage systems (Systems) provided by third-party service providers. Personal information is stored with and accessible by the third-party service providers for the purpose of providing services to the College in connection with the Systems.
8. If you provide us with the personal information of others, we encourage you to inform them that you are disclosing that information to the College and why.

