

CALGARY VIETNAMESE SCHOOL DATA COLLECTION AND USE CONSENT FORM

Calgary Vietnamese School (hereinafter referred to as "the School") is committed to providing a safe, educational environment for all its students. As part of our commitment, we collect, use, and, in some cases, disclose student information in accordance with Alberta's Personal Information Protection Act (PIPA).

We respect your privacy and confidentiality and aim to ensure the responsible management of your child's personal information. This form outlines the type of information we collect, why we collect it, how it is used, and under what circumstances we may disclose it.

1. Information Collection:

We may collect the following types of personal information:

Personal details: Name, contact details, date of birth

Educational records: Academic records, behavioral reports, attendance, etc.

Health information: Medical history, allergies, etc. (only when necessary for school activities)

Images: Photographs or videos of students taken during school activities

Other: Any other relevant information that supports your child's academic and social development at the School

Email: You are also consenting to receive emails from our website.

2. Use of Information:

This information is used to:

Facilitate and manage your child's educational experience

Promote your child's social and academic well-being

Fulfill our legal obligations and allow us to discharge our duty of care

3. Disclosure of Information:

Personal information may be disclosed to:

School personnel who need the information to perform their duties

Medical personnel during a health emergency

Other statutory bodies as required by Alberta law

We will not disclose your personal information to any third party without your consent unless required by law or in the interest of your child's or others' safety.

4. Information Protection and Retention:

We will take all reasonable steps to protect the personal information we hold from misuse, loss, unauthorized access, modification, or disclosure. We will

retain the personal information for as long as necessary to fulfill the purposes outlined in this consent form, or as required by law.

Revocation of Consent:

You may revoke your consent at any time by providing written notice to the school office.

STUDENT INFORMATION

Student's Full Name: _____

Grade: _____

PARENT/GUARDIAN INFORMATION

Your Full Name: _____

Relationship to Student: _____

CONSENT

I am the parent/guardian of the student named above. I understand the reasons for the School's collection, use, and potential disclosure of my child's personal information. I agree that the School may handle my child's personal information in accordance with this consent for the school year _____.

Signature: _____ Date: _____

Please return this completed form to the School office.

Queries? Contact us at [insert school's contact information].

We appreciate your support in safeguarding the privacy of our students.