



## William Clarke College Alumni Collection Notice

1. The Alumni Office may collect personal information about you from time to time. The primary purpose of collecting this information is to enable us to inform you about the Alumni programs and the activities of William Clarke College and to keep Alumni informed about other members.
2. We require the information referred to above to enable us to continue your involvement in the Alumni Network.
3. The Alumni Office may publish details about you in the College's bi-annual magazine, in our electronic direct mailing to Alumni and on the Alumni Portal. If you do not agree to this, you must advise us now.
4. As you may be aware, from time to time we engage in fundraising activities. The information received from you may be used to make an appeal to you. It may also be used by William Clarke College to assist in its fundraising activities. Please contact the College if you do not wish to be contacted in relation to fundraising activities.
5. The College holds an archived collection of historic images and other material. From time-to-time images taken of you during your time as a student at the College may be used in College marketing material including social media. Please contact the College if you do not wish material to be used in this manner.
6. The College's Privacy Policy, accessible on the College's website [www.wcc.nsw.edu.au](http://www.wcc.nsw.edu.au) contains details of how you may seek access to and correction of your personal information which the College has collected and holds, and how you may complain about a breach of the Australian Privacy Principles.
7. 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 email services. 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 provider's services which may be situated outside Australia. Further information about the College's use of online or 'cloud' service providers is contained in the College's Privacy Policy
8. The College uses [centralised] information management and storage 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.
9. At Alumni events such as reunions and networking evenings, representatives of the Alumni Office will take photos for use on the Alumni Portal, social media or other College publications. If you do not wish to have your photos published in these locations, you should advise us now and decline the opportunity for your photo to be taken at the events.
10. You may seek access to personal information collected about you by contacting the Alumni Office by email: [alumni@wcc.nsw.edu.au](mailto:alumni@wcc.nsw.edu.au)
11. If you provide us with personal information about other people, we encourage you to inform them that you are disclosing that information to the School and the reasons.