**APPENDIX G. ONLINE THIRD PARTY SERVICES – PARENT LETTER**

Dear parent/carer,

I am writing to you about Online Third Party Services we use in our school. Student information may be recorded, used, disclosed and published to these services.

We're committed to protecting the safety and privacy of student's personal information. There are provisions in law we are bound by. We follow the Australian Privacy Principles in relation to Online Third Party Services.

Online services are essential tools for our teaching, learning and school administration. These include websites, web and mobile applications delivered over the internet. Providers of Online Third Party Services are external to the school, and sometimes hosted outside of Australia. They may need parental consent before we can disclose student information to the service.

The Department has completed security and privacy risk assessments on the services Information about each service [is on this school website OR the attached form]. Details include terms of use, privacy policy, and how they use and share information.

Please read the information then give your consent (if required) for your child to use the Online Third Party Services

If you have questions or would like more information, **name, position - Ph. 0000 0000 email** **xxx@education.wa.edu.au****.**

Yours sincerely

Principal

[Name of school]