



## **PRIVACY INFORMATION STATEMENT**

Professional Teachers' Council NSW (PTC NSW) is committed to protecting your privacy. This Privacy Information Statement governs data collection and usage. The personal information is collected only by lawful and fair means and is not unreasonably obtrusive.

### **COLLECTION OF YOUR PERSONAL INFORMATION**

PTC NSW will collect personal information directly from you. This personal information will only be used for the purposes for which you give it to us and for related, internal management purposes. We do not provide your personal information about you to other agencies, organisations or anyone else unless one of the following applies:

- you have consented
- you expect us to or we have told you we will
- it is required or authorised by law
- it will prevent or lessen a serious and imminent threat to somebody's life or health or
- the disclosure is reasonably necessary for law enforcement

PTC NSW does not sell, rent or lease its member lists to third parties. However, we may contact you on behalf of education stakeholders about an offering that may be of interest to you. In these instances, your unique personally identifiable information is not transferred to the third party. PTC NSW may share data to assist in statistical analysis; however, confidentiality of your information is maintained. PTC NSW does not collect or disclose sensitive personal information such as race or religion.

PTC NSW analyse non-identifiable website traffic data to improve our services. Please keep in mind that if you directly disclose personally identifiable information or personally sensitive data through public message boards, this information may be collected and used by others.

You may access personal information that we hold about you or you can ask us to update or alter personal information. If you are on one or more of our email lists, you may opt out of further contact from us by indicating that you would like to unsubscribe from our email lists. PTC NSW may contact you via surveys to conduct research about your opinions of current services or forums that may be of interest to you.

### **SECURITY OF YOUR PERSONAL INFORMATION**

PTC NSW secures your personal information from unauthorised access, use or disclosure. Personally, identifiable information is hosted in a controlled and secure environment and is protected from unauthorised access, use or disclosure.

PTC NSW encourages you to review the privacy statements of businesses you chose to provide information to, so that you can understand how your information may be collected, used or shared. PTC NSW is not responsible for the privacy statements or other content outside the PTC NSW website.

PTC NSW will occasionally update this Privacy Information Statement to reflect internal and external feedback. You are encouraged to periodically review this Statement to be informed of how PTC NSW is protecting your information.



**CONTACT INFORMATION**

PTC NSW welcomes your comments regarding this Privacy Information Statement. If you believe that we have not adhered to this Statement, please contact us.