



WHANGANUI HIGH SCHOOL POLICY PRIVACY

INTRODUCTION	1	The Whanganui High School Board is required to comply with the Privacy Act 2020.
OBJECTIVES	1	The purpose of this Privacy Policy is to promote and protect individual privacy with regard to: <ol style="list-style-type: none"> a) The collection, use, disclosure and disposal of information relating to individuals. b) Access by each individual to information relating to that individual being held by the school.
GUIDELINES	1	In complying with the provisions of the Privacy Act, 2020, the Board appoints the Principal as Privacy Officer.
	2	The Privacy Officer(s) has the task of ensuring that staff adhere to the principles contained in the Act in all aspects of their work for the Board.
	3	The procedures will be designed to comply with the principles contained in the Privacy Act 2020.
ACCOUNTABILITY	1	The Principal, on behalf of the Board, will support such policies as the Board develops to ensure compliance with the Privacy Act 2020.
	2	The Privacy Officer will act on any breach of the Act and/or policy procedures noted by him/her or advised to him/her, as soon as possible.
	3	If a serious breach is identified by the Privacy Officer it must be brought to the attention of the Privacy Commissioner and affected persons notified.
	4	The Principal will advise parents (and students) of the implications of the Privacy Regulations in relation to the school at the time of enrolment.
EVALUATION	1	The Board, in association with the Principal, will review this policy on a three-yearly cycle in accordance with the school's quality management cycle.

Approved by the Board
Signed Presiding Member: _____

Date: _____

24/3/24

Signed Principal: _____

Date: _____

24/3/24