Privacy - Prospective volunteers or contractors

The following information, together with the school's Privacy Policy, should be provided to all prospective volunteers.

It should also be provided to all tenderers for any contractor arrangements at the school or to persons or organisations who send in unsolicited offers to provide services. It could be included in the tender specification documents or alternatively, it could be included with the acknowledgement letter.

Privacy information

1. In applying to provide services to the School, you will be providing St Mark’s College with personal information. We can be contacted by PO Box 796, Port Pirie SA 5540, info@stmarkspirie.catholic.edu.au, phone 86 32-2800.

2. If you provide us with personal information, for example your name and address or information contained on your resume, we will collect the information in order to assess your application. We may also make notes and prepare a confidential report in respect of your application.

3. You agree that we may store this information for the period of your engagement by/volunteer work in the School.

4. The School's Privacy Policy sets out how you may seek access to your personal information and how you may complain about a breach of the APPs. The Link to access our School's Privacy Policy is http://www.stmarkspirie.catholic.edu.au

5. We will not disclose this information to a third party without your consent.

6. We usually disclose your personal information as a matter of routine to the Catholic Education Office for good character screening purposes.

7. We are required to conduct a criminal record check, collect information regarding whether you are or have been the subject of an Apprehended Violence Order and certain criminal offences under Child Protection law. We may also collect personal information about you in accordance with these laws.

8. The School may store personal information in the 'cloud', which may mean that it resides on servers which are situated outside Australia.

9. If you provide us with the personal information of others, we encourage you to inform them that you are disclosing that information to the School and why, that they can access that information if they wish and that the School does not usually disclose the information to third parties.