



Momentum Cloud Student Privacy Information

Information Technology Directorate

Introduction

Momentum Cloud provides a suite of software tools to assist educators and students. This flyer provides information on the data collected during use of Momentum Cloud products and Momentum Cloud's commitment to managing that data.

What data is collected?

Use of Momentum Cloud products will mean that student personal information and data will be collected by Momentum Cloud for the purposes of providing the services to schools. This personal information will include the student's name, gender, date of birth and school email address as well as further profile information such as allergies, medical information and images which the school administrator may choose to import from DEC records. School staff may also input further student details such as assessment, report, attendance and welfare data which may include text, images, photographs, sound and multimedia.

How is the data used?

Momentum Cloud stores personal student information solely for the purposes of providing the Momentum Cloud software suite.

Momentum Cloud does not use student personal information or data for advertising purposes.

Is the data secure?

Momentum Cloud is committed to protecting the privacy and security of users and takes reasonable steps to prevent the personal information we hold about users from misuse, interference or loss, and from unauthorised access, modification or disclosure. This includes the use of technologies and processes such as access control procedures, network firewalls, encryption and physical security to protect the privacy of personal information.

Momentum Cloud's data centre access is restricted to authorised personnel and layered information security controls.

When is the data deleted?

Unless required by law, Momentum Cloud will delete customer-deleted data from its systems within 180 days of the user deleting a student's account.

Where is the data?

Momentum Cloud stores user data from its software suite in secure data centres located within Australia.

Momentum Cloud Privacy Information

Further information on how Momentum Cloud handles and uses personal information may be accessed at:

- <https://www.momentumcloud.com.au/privacy/>

Complaints regarding Momentum Cloud 's management of this service should be directed to Momentum Cloud or the Office of the Australian Information Commissioner.

NSW Privacy Information

- <https://education.nsw.gov.au/about-us/rights-and-accountability/privacy>
- <https://www.ipc.nsw.gov.au/>

Complaints regarding management of this service can be made through the Department's compliant handling process.

- <https://education.nsw.gov.au/about-us/rights-and-accountability/complaints-compliments-and-suggestions>