

AGTV Privacy and Data Collection Statement

The Association of German Teachers of Victoria Inc. (AGTV) respects and protects the privacy of members and children regarding all matters, events and services managed by the Committee, incl. seeking appropriate permission for publishing photos in print or online.

How we collect information

The AGTV requires information for membership, running events and providing services. Information required may include name, VIT registration or Working with Children details, workplace, private and/or employment contact address, phone and email address.

Note: An individual's email address is how the AGTV member management system identifies the person as a member. Members should not share their personal password with others.

How we use your information

The AGTV is committed to the principle that information provided to our association is dealt with in a uniform manner, and with the highest regard to maintaining its security.

The information provided will be used:

- to maintain an accurate record of members and registration for services,
- to determine eligibility and/or invoicing for services provided by the AGTV,
- to facilitate contact with members on matters relevant to them or the association,
- to disseminate information and publications including electronic correspondence related to the business of the Committee and its Networks,
- to promote, deliver, report on and evaluate events or services provided by the AGTV,
- to promote the goods and services of other organisations or businesses which may be of interest to members.

Consent

By seeking membership of and/or accessing services from the AGTV, members consent to the information being collected, stored, used and/or disclosed for the purpose of providing the services as stated above or for other lawful purposes or obligations.

Storage and Security

Personal information is collected by and stored on secure online services approved by the Committee and only disclosed under its Rules to relevant Committee members, Network Leaders and contracted personnel for the purpose of planning, promoting, providing, evaluating and invoicing AGTV goods and services. Personal information will be supplied to others only with the permission of the member or to comply with any lawful instruction.

Information is kept in compliance with the legal obligations of an incorporated association.

The AGTV is a registered Student Exchange Organisation and information about students is stored and shared to facilitate the exchange within the requirements of the Victorian Registration and Qualifications Authority (VRQA) and any other legal obligation.

Access and Accuracy

The AGTV takes reasonable steps to ensure information provided or collected is accurate, complete, up-to-date and relevant to the functions performed.

Individual members may update their personal details by logging in to the AGTV member website with their personal password, including updating their own passwords, renewing membership and paying invoices. Members may apply in writing for assistance with issues related to their membership or other matters related to the member management system.

The AGTV will provide contact information to comply with any lawful directive or obligation.

Reviewed in April 2022 and endorsed by the Committee