

Health information is information or opinion about an identifiable person's physical, mental or psychological health or disability. Health information is a type of personal information which, because of its sensitivity, also has different and stronger legal protections.

Note: Personal and sensitive information is regulated in Victoria under the [Privacy and Data Protection Act 2014](#) (Vic).

Health information is regulated in Victoria under the [Health Records Act 2001](#) (Vic).

De-identified information about individuals can become personal information if it is re-identified or if it is at high risk of being re-identified, for example, if it is released to the public or is a small sample size.

POLICY

What Information is Collected?

Keysborough Secondary College collects the following types of information.

information about students and their families provided by students, their families and others – for example, contact and enrolment details, health information, and parenting and access arrangements.

information about job applicants, staff, volunteers and visitors provided by job applicants, staff members, volunteers, visitors and others – for example, qualifications, working with children checks, teacher registration and banking details.

information about the activities of students, staff and families if they are on school grounds (for example captured through CCTV) or using school or departmental systems (such as school networks or school-acquired software).

How is this Information Collected?

Keysborough Secondary College collects information in a number of ways, including:

in person and over the phone: from students and their families, staff, volunteers, visitors, job applicants and others

from electronic and paper documentation: such as job applications, emails, invoices, letters, and forms (such as enrolment, excursion, medical, specialist or consent forms)

through school websites and school-controlled social media

through online tools: such as apps and other software used by schools

when required or authorised by law – including as a result of our anti-discrimination law, occupational health and safety law, child wellbeing and safety law, family violence law, or reporting obligations to agencies such as the Department of Health and the Department of Families, Fairness and Housing and complying with tribunal or court orders, subpoenas, summonses or search warrants, and in some circumstances to meet our duty of care

when required under the Child and Family Violence Information Sharing Schemes, with other Victorian schools and Victorian services to promote the wellbeing or safety of children, or to assess or manage family violence risk

to investigate or report suspected unlawful activity, or when reasonably necessary for a specified law enforcement purpose, including the prevention or investigation of a criminal offence or seriously improper conduct, by or on behalf of a law enforcement agency

as de-identified information, for research or school statistics purposes, or to inform departmental policy and strategy

