

# Interstate

## Student Data Transfer Note

### Form 1 - Parent/Guardian Consent Form

Schools are required to use the Interstate Student Data Transfer Note (ISDTN) in accordance with the protocols jointly developed and agreed by the Australian Government, State and Territory Education Authorities, the Independent and Catholic education sectors through the Standing Council on School Education and Early Childhood (see: <http://scseec.edu.au>).

#### Part A – Consent to Transfer Student Data Interstate\*

I   do give  do not give

consent for information about my child /children

<input type="text" value="insert child's name"/>	date of birth <sup>^</sup> / /
<input type="text" value="insert child's name"/>	date of birth <sup>^</sup> / /
<input type="text" value="insert child's name"/>	date of birth <sup>^</sup> / /

to be transferred from his/her previous school

to his/her new school

I understand that:

- The principal (or delegate) of my child's new school may request and/or receive information from my child's previous school verbally and/or in writing.
- It may include all details contained on the Interstate Student Data Transfer Note.
- Additional information may be required by my child's new school. This information will only relate to information on the flagged field on the Interstate Student Data Transfer Note.
- The principal (or delegate) of my child's new school may contact the principal (or delegate) of my child's previous school both verbally and/or in writing.
- I can request to see the information that is received from my child's previous school.

I understand that my child's new school will take all reasonable steps to protect the personal information about me/my child from misuse and loss and from unauthorised access, modification or disclosure.

Signature of parent or guardian

Date

Complete Part B if Part A consent is not given

\* Parent or student consent is not required for non-government schools to receive student information from a student's previous non-government school if the previous school has a data collection notice which complies with the guidelines in the National Catholic Education Commission and National Council of Independent Schools' Associations Privacy Compliance Manual 11 December 2001 (Latest amended version December 2011), Section 7.10.1.

<sup>†</sup> 'New School' is defined as either the school at which the student is enrolled OR the school at which the student is seeking enrolment. The consent process should be initiated at the point of application for enrolment so that information is received before the enrolment process is finalised.

<sup>^</sup> If the student is 16 years of age or older, student consent should also be sought.

**Part B Consent – Consent to Notify Previous School of Enrolment at New School**

I	<input type="text" value="insert name"/>	do give <input type="checkbox"/>	do not give <input type="checkbox"/>
consent for the principal (or delegate) of		<input type="text" value="new school name&lt;sup&gt;†&lt;/sup&gt;"/>	
to notify my child's/children's	<input type="text" value="insert name"/>	date of birth <sup>^</sup>	/ /
	<input type="text" value="insert name"/>	date of birth <sup>^</sup>	/ /
	<input type="text" value="insert name"/>	date of birth <sup>^</sup>	/ /
previous school	<input type="text" value="school name and address"/>		
that my child/children is/are now enrolled at the above named school.			
<input type="text"/>		<input type="text" value="/ /"/>	
Signature of parent or guardian		Date	

Complete Part B if Part A consent is not given

- \* Parent or student consent is not required for non-government schools to receive student information from a student's previous non-government school if the previous school has a data collection notice which complies with the guidelines in the National Catholic Education Commission and National Council of Independent Schools' Associations Privacy Compliance Manual 11 December 2001 (Latest amended version December 2011), Section 7.10.1.
- † 'New School' is defined as either the school at which the student is enrolled OR the school at which the student is seeking enrolment. The consent process should be initiated at the point of application for enrolment and therefore information can be received before the enrolment process is finalised.
- ^ If the student is 16 years of age or older, student consent should also be sought.