

School Policy for Personal Data Privacy

- Students (and their parents/guardians) studying in our school are required to provide relevant information to our school from time to time. All student/parent/guardian personal data collected will be used only for academic and teaching affairs, student welfare and parent education matters.
- The school will cite some student works such as homework, pictures, sketches of student life (including video clips and photos), etc., for classroom learning, or published in school publications, on campus exhibitions, and uploaded to the school website or other social networking platforms.
- In order to strengthen the communication between the school and the community, the school will publish positive information about the school through publications, leaflets and web pages, etc. The content may involve the personal information of the students of the school (for example: name, group, awards, outstanding grades, etc.). At the same time, the school will also transfer students' personal data (such as name, gender, class, class number, etc.) to the contractors who provide various services for the school, such as lunch, school bus, school uniform, books, travel, photography, newspaper subscription, interest classes, speech therapy, life-wide learning, Understanding Adolescent Project (Primary), other learning activities, etc.).
- The school will keep the information of students/parents/guardians confidential, but will authorize relevant staff in the school to be responsible for follow-up and provide relevant information to the Education Bureau and relevant departments according to actual needs (and when necessary) .

If parents have any comments, they are welcome to express their opinions to the school. Please notify the class teacher in writing before 8th September (Friday) so that it can be handled.

- Remarks: For students with special learning needs, the school will not disclose their personal data to the Education Bureau or relevant departments without obtaining their parental consent.
- For enquiries or questions, please contact our senior teacher Ms. WONG Shuk Ching at 2386 9426.

[Teacher-in-charge: Ms. WONG Shuk Ching]