



Australian Youth Orchestra

## Website Privacy Policy

**Summary:** The Australian Youth Orchestra (AYO) respects your privacy and recognises your rights to keep personal information private. This Policy is based on the Privacy Act (Cwth) 1988 and the Australian Privacy Commissioner's National Principles for the Fair Handling of Personal Information. Please read the following policy so that you will better understand how we use the personal and organisational information you provide to us.

This Privacy Policy only applies to information we collect online and not information collected offline.

### Collection of Personal Information

In accordance with the National Privacy Principles personal information will only be collected by us if:

- It is necessary for one or more of our activities;
- It is collected lawfully and by fair means and not in an unreasonable intrusive manner;
- It is collected from an individual to whom the information relates or an authorised third party

### Use and Disclosure of Personal Information

AYO may provide information to Government and regulatory authorities and other organisations, as required or authorised by law. Your personal information will not, unless required by law, be used or disclosed for any purpose other than for which it is provided or secondary purpose which you would reasonably expect AYO to use or disclose. If you do not want AYO to use your personal information for some purposes, please contact AYO to tell us your requirements.

AYO allows parents or legal guardians of children under the age of 18 to view the personal information of their children. All correspondence will be sent to both the children under the age of 18 and their parents or legal guardians.

### Access, Updating and Correction of Personal Information

You have the right to access, update and correct your personal information at any time. AYO takes reasonable steps to keep the personal information safe, accurate and up-to-date. If the personal information we collect is incorrect, incomplete or not up-to-date, please contact us and we will amend the information as you require. AYO also allows parents or legal guardians of children under the age of 18 to contact us to change the personal information of their children under the age of 18.

## **Website Data Security**

AYO takes all reasonable steps to create a secure environment to ensure the security of the personal data collected. When making a payment from the AYO website your financial details are passed through a secure server using the latest 128-bit SSL (secure sockets layer) encryption technology. 128-bit SSL encryption is the current industry standard.

## **Links**

This web site contains links to other websites. AYO is not responsible for the privacy practices of these websites. This privacy statement applies solely to information collected by the AYO website.

## **IP Address collection**

AYO uses IP addresses to analyse trends, administer the site, track users' movements, and gather broad demographic information for aggregate use. IP addresses are not linked to personally identifiable information. AYO is the sole owner of the information collected on the AYO's website and does not sell or rent this information to others. We may share aggregated demographic information with our partners and advertisers. This is not linked to any personal information that can identify any individual person.

## **Contact Us**

If you want to access, update or correct your personal information or enquire about any privacy issues in relation to AYO, please contact:

The Australian Youth Orchestra

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