

INFORMATION COLLECTION NOTICE

BCE Colouring-In Competition - Sunshine Coast Education Fair

Introduction

This consent form sets out how Brisbane Catholic Education (**BCE**) may use an entrant's personal information and materials entered for the purposes of the BCE Colouring-In Competition to be convened at the Sunshine Coast Education Fair (**Event**).

You have the option to:

- provide consent to the use and publication of the entrant's personal information and their created materials; or
- not provide consent.

Please read, complete and return this form.

Purpose of the consent

On occasion, BCE collects materials created by students and other members of the community for a wide range of reasons, such as:

- participation in school community events;
- celebrating children's achievements, including through publishing examples of their created materials; and
- promotion of BCE and/or our associated entities.

Personal information

Personal information covered by this consent form which may be used, published or disclosed by BCE (subject to consent) means:

- the entrant's first name; and
- age.

Entrant materials

BCE and may also use, communicate and publish (subject to consent) materials created by the entrant (whether individually or in a group) and submitted for the purposes of the Event, namely artworks created by the entrant and submitted to BCE for the purposes of the Event.

All intellectual property rights in materials created by the entrant will be owned by the entrant. However, BCE wish to obtain a licence to use, communicate and publish such materials to the public and internally.

Privacy Act

The *Privacy Act 1988* (Cth) and the BCE Privacy policy regulates how BCE, and schools administered by BCE, collect, use and disclose the personal information of students and other individuals. BCE's Privacy policy can be accessed on each BCE School's website or at: <https://www.bne.catholic.edu.au/aboutus/legals/Pages/Privacy.aspx>

Voluntary

Consent is voluntary, however BCE's acceptance of entries submitted for the purposes of the Event is conditional upon consent being provided in accordance with this form.

Consent may be withdrawn

Consent may be withdrawn by you at any time by contacting BCE. However, the withdrawal of consent may impact BCE's acceptance of any entry submitted for the purposes of the Event.

This consent form will be retained by BCE. If requested, a copy of this consent form will be made available to you (as the entrant's parent or legal guardian) and/or the entrant. You may, at any time, withdraw the consent you provide by contacting BCE.

If consent is withdrawn, no new use will be made of the entrant's personal information or materials created and submitted to BCE for the purposes of the Event. Due to the nature of the internet and other public forums (especially social media), BCE cannot guarantee that all personal information and materials published prior to revocation of consent will be able to be removed from the internet or other public forums. BCE will use its best endeavours to remove, delete and restrict from use all personal information and entrant materials within its direct control as publisher in relation to which consent has been revoked.

Media sources and publication

BCE may use and publish the entrant's personal information and submitted materials in various formats, including:

- online media;
- social media;
- print media;
- newspapers;
- videos;
- public displays and presentations;
- television;
- school newsletters;
- radio;
- internal communications;
- electronic communications; and
- in any edited form.

Duration

The consent you provide will last for the duration of the Event and for a reasonable time period after the winners are announced for the purposes of the Event.

Who to contact

Should you require any further information in relation to this consent form, please contact your BCE School Principal or Brisbane Catholic Education Office directly at:

Phone: (07) 3033 7000

Address: 2A Burke Street, Woolloongabba Qld 4102 Australia

CONSENT FORM: MEDIA AND ENTRANT MATERIALS

BCE Colouring-In Competition - Sunshine Coast Education Fair

1. ENTRANT DETAILS

Entrant's full legal name		Child's age	
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2. CONSENT FOR MEDIA AND STUDENT MATERIALS

I provide consent and authorise BCE to:

- use, publish and disclose the entrant's personal information; and
- use, communicate and publish the entrant's materials submitted to BCE for the purposes of the BCE Colouring-In Competition to be convened at the Sunshine Coast Education Fair (**Event**),

within the BCE school community and other public forums, including as described in the information sheet attached to this consent form.

I acknowledge that such uses by BCE may include, but are not limited to:

- showcasing the entrant's participation in the Event;
- celebrating the entrant's achievements, including through publishing examples of their materials submitted for the purposes of the Event; and
- promotion of BCE, and/or its associated entities,

through various formats, including online media, social media, print media, newspapers, videos, public displays and presentations, television, school newsletters, radio, internal communications, electronic communications and in any edited form.

3. AGREEMENT AND AUTHORISATION

I am providing consent as the parent/legal guardian of the entrant.

I have read and understood the above terms of providing consent to the use of the entrant's personal information and student materials. By signing the below, I authorise BCE and their approved contractors to use or disclose the entrant's personal information and materials submitted to BCE for the purposes of the Event under the terms of consent provided above, and I understand that:

- any materials created by BCE featuring the entrant's personal information or materials under the terms of this consent are owned by BCE;
- BCE are granted a non-exclusive, transferable, perpetual, global, licence to exercise all intellectual property rights in the materials created by the entrant and submitted to BCE for purposes connected to the Event, as described in this form, and this licence includes the right to sublicense to third parties;
- by granting a licence to BCE to use the entrant's created material, I warrant that to the best of my knowledge, the material is the original work of the entrant;
- BCE will endeavour to acknowledge the entrant as the author of their materials, but I agree that BCE may not always acknowledge the author on every occasion; and
- I can withdraw my consent at any time by contacting BCE.

Date:	
Signature of child's parent/legal guardian:	
Legal name/s of parent/legal guardian:	
Parent/guardian email:	
Parent/guardian phone:	

Privacy collection statement

BCE are committed to the Australian Privacy Principles contained in the *Privacy Act 1988* (Cth) (**Privacy Act**). The purpose of this statement is to advise you that BCE may collect, use and disclose the personal information provided by you/the entrant on this form. This collection is for the purpose of obtaining consent to the use and disclosure of the entrant's personal information and materials. The information will be used and disclosed by authorised BCE and BCE employees for the purposes outlined on this form. Personal information collected on this form may also be used or disclosed to third parties (such as BCE's related entities and affiliated organisations, its workers and service providers) where authorised or required by law.

BCE may use online or 'cloud' service providers to store personal information and to provide services to BCE that involve the use of personal information, such as services relating to email and document management and storage. Some limited personal information may be provided to these service providers to enable them to authenticate users that access their services, and for technical support. This personal information may reside on a cloud service provider's servers which may be situated outside Australia. Further information about BCE's use of online or 'cloud' service providers is contained in BCE's privacy policy.

It is up to you to update the entrant's personal information. If you are unable to update the entrant's personal information held by BCE yourself, you must notify BCE of the changes as soon as reasonably practicable. If you wish to access or correct any of the entrant's personal information on this form or discuss how it has been dealt with, please contact Brisbane Catholic Education Office directly at:

Phone: (07) 3033 7000

Address: 2A Burke Street, Woolloongabba Qld 4102 Australia

More detailed information about the way BCE use, disclose and secure the entrant's personal information, how you can access and correct that information, and how you can make a complaint about a breach of the Australian Privacy Principles can be found in our privacy policy on the BCE website, available here: <https://www.bne.catholic.edu.au/aboutus/legals/Pages/Privacy.aspx>