

Policy Statement

C&K believes all children have the right to access and participate in quality education and care.

C&K acknowledge, accept and value difference, and similarities amongst children and families.

C&K will not discriminate against any child or family based on sex, gender identity, race, impairment, age, religious belief/activity, trade union activity, marital status, parental status, relationship status, breastfeeding, pregnancy, political belief activity, lawful sexual activity, sexuality, sexual identity/orientation, family responsibilities or any other determinant.

C&K will comply with relevant legislation and guidelines regarding enrolment including, but not limited to, maintaining eligibility for Child Care Subsidy (CCS) described in Sections 194C and 194D of the *A New Tax System (Family Assistance) Act 1999* (referred to as the Act) and the *Queensland Kindergarten Funding*.

C&K acknowledge barriers of access to and participation in early childhood education and care programs may exist, however C&K strives to address, overcome and remove barriers.

Legislation does recognise that the prohibition on discrimination is not absolute. C&K may at times need to pause or end a child's enrolment in circumstances which include, but are not limited to:

- Unjustifiable hardship (e.g. a child with severe physical disability seeks to enrol and the cost of making structural adjustments to accommodate the needs of that child is prohibitive) and/or
- Public health reasons (e.g. where the *Public Health Unit* advises that a person must be excluded due to a contagious disease (Section 107 of *Anti-Discrimination Act 1991*).

Child Enrolment Privacy Data Collection Notice – for families

C&K uses personal information (as defined in the *Privacy Act 1988*) you provide in your child's online enrolment enquiry, waitlist application form and enrolment form to process and manage your child's enrolment and connect you with C&K approved third-party software providers we use to deliver services to you, including but not limited to iParentPortal (Kidsoft), online booking requests (ChildcareNow) and online learning platforms (StoryPark).

Information exchanged with approved third-party software providers may include:

- Kidsoft - information contained in waitlist application form and enrolment form (online or paper format).
- StoryPark - child's full name, gender, and date of birth.
- ChildcareNow - parent/guardian full name, phone number and email address, child's full name, date of birth and current active bookings.

Providing C&K with this requested information is not required by law. If you choose not to provide C&K with the requested information, we may not be able to complete your child's enrolment or provide you access to these online services.

C&K will not use or disclose personal information for any other purpose unless we have your consent, or we are required to by law.

In order to store personal information electronically, C&K may disclose information, in accordance with the *C&K Privacy Policy*, to overseas data storage recipients located in the United States and other countries. C&K is reasonably satisfied that these countries and recipients have similar privacy protections to those afforded under Australian law.

The C&K Privacy Policy contains details of how we collect, store, use, disclose and/or archive/destroy the personal information you share with us, how you can access and correct personal information we store about you, and how you can make a privacy-related complaint.

To access or update you or your child's personal information, please contact your child's centre directly. For more information on C&K's privacy obligations or to raise any privacy concerns, please contact the C&K Privacy Officer (privacy@candk.asn.au).

This policy and related procedure can be accessed on the [C&K Website](#).

Acknowledgments and References

- [Education and Care Services National Regulations](#)
- Australian Government Dept. of Education, Skills and Employment. *Childcare Provider Handbook*
- Commonwealth Government of Australia. 2014. [Privacy Act 1988](#)
- QLD Department of Education Queensland Kindergarten Funding