

Privacy Information Statement – Essential Assessment

What is a Privacy Information Statement?

When a digital service or application is utilised as part of the teaching and learning curriculum, we require your consent to allow collection, use and disclosure of your child's personal information including when data is transferred and held in cloud-based storage offshore, outside Australia. The following Privacy Information Statement provides information about the application to allow informed consent to be provided.

What is Essential Assessment?

Essential Assessment, the service provider, is an online numeracy and literacy assessment program and curriculum model. The service offers summative and formative assessment and learning materials that are curriculum-aligned, as well as powerful data insights and reporting support for educators.

What data is collected?

School staff first and last name and email address is used to register an account, as well as all student names that will access the service. Year level, class name and school name and students' academic results and online learning responses is also collected. Student and staff username is determined by the school staff when registering an account.

How is the data used?

Data collected is used to either respond to requests that schools make, or to assist Essential Assessment in providing the Product in a personalised, safe and efficient manner.

Is the data secure?

Essential Assessment state in their privacy policy that they handle all personal data in line with the Australian Privacy Principles contained in the Privacy Act, 1988. The service provider has implemented several technical and organisational measures to ensure the most complete protection of personal data is managed through Essential Assessment.

Who has access to the data?

In Essential Assessment, access to student data is typically restricted to authorised personnel to ensure privacy and security and visibility of

information is on a need-to-know basis. This includes teachers and educators to view and manage their students' assessment data to monitor progress and tailor instruction, school administrators may have broader access to data across multiple classes and grades for administrative and reporting purposes, and the service provider's support team for technical support and troubleshooting, but this access is limited and controlled.

When is the data deleted?

The service provider does not have an established process to delete data of users where it's no longer necessary for it to retain that data. Schools to establish process to remove and/or archive data from the service, which includes to contact Essential Assessment when an account is no longer required to have all the data deleted. Requests can be made via: info@essentialassessment.com.au

Where is the data?

The data is hosted in Amazon Web Services in New South Wales, Australia.

Further Information

<https://www.essentialassessment.com.au/>

<https://www.essentialassessment.com.au/privacy/>

<https://www.essentialassessment.com.au/wp-content/uploads/2025/01/Essential-Assessment-Terms-and-Conditions.pdf>

Department of Education and Training privacy information:

https://education.nt.gov.au/_data/assets/pdf_file/0020/1350092/information-privacy-policy.pdf

For further information on the Northern Territory Information Act and Information Privacy Principles:

<https://infocomm.nt.gov.au/>

Feedback regarding the Department of Education and Training's management of this service can be made through your school or the *Make a complaint about a school* website:

<https://nt.gov.au/learning/primary-and-secondary-students/make-a-complaint-about-a-school>