

Privacy Statement for Ignite Ability Educate workshop registration forms

PRIVACY STATEMENT: SSI is committed to respecting and protecting the privacy and rights of individuals in relation to their personal information. SSI will collect, keep and deal with your personal information in accordance with the requirements of the Ignite Ability Program, applicable legislation from time to time (including the *Privacy Act 1988* and the *Privacy and Personal Information Protection Act 1998* as may apply) and SSI's Privacy Policy.

Ignite Ability is collecting personal and sensitive information for the purpose of your participation in the Ignite Ability Educate workshop. To support our work with you, SSI needs your consent to collect personal and/or sensitive information about you. This may include:

- your name and contact details
- information about your personal and family circumstances, including visa status
- your cultural and language background
- your current income
- your health information, including any disabilities and supports required
- your training and education history
- any employment details and business experience
- your carer name and contact details
- photos and/or videos of you during your participation in the workshop.

This information will be used by SSI to:

- understand your background, experience, and support requirements, in order to best address your training needs during the workshop
- assess and improve our service delivery
- evaluate program outcomes and to report on these to funding bodies; and
- for research and marketing purposes.

For the above purposes, your information may be given to the Australian Department of Social Services, the funders, and University of Technology Sydney (UTS), the evaluating partner.

Failure to provide this information, or retracting your consent at a later date, will mean that SSI is unable to provide this service and you will need to be withdrawn from the workshop.

Your de-identified information may also be used for statistical or research purposes. This means that any personal information that could reasonably identify you will be removed or changed before it is used for this purpose.

SSI's Privacy Policy outlines how we collect, use, store, and disclose information in accordance with the Australian Privacy Principles under the *Privacy Act 1988* (Cth). It also sets out how you can access or correct your personal information, or make a complaint about a breach of privacy. Please refer to our Privacy Policy on the SSI website (www.ssi.org.au) if you would like more detailed information. You may also seek further information or request a copy of the Privacy Policy from SSI's Privacy Officer, at privacy@ssi.org.au.