

LDA Privacy Policy

Learning Difficulties Australia Inc. (ABN 26615 758 577) is committed to protecting the privacy of personal information we collect and handle, as explained in this Privacy Policy, last updated September 2018. LDA may modify this Privacy Policy as our organisational requirements or the law changes, but we will indicate change on our website (at: www.ldaustralia.org , in the Governance section).

Personal information is information or an opinion about an identified individual, or an individual who is 'reasonably identifiable' – including photographs of people where they are identifiable. LDA will only collect personal information by consent, for a stated purpose, and when reasonably necessary for LDA's function or activities, or related to the purpose or objects stated in LDA's Constitution (at: <https://www.ldaustralia.org/client/documents/2013%20CONSTITUTION%20as%20approved%20at%20AGM.pdf>) - such as may be required for membership application and renewal, the distribution of publications, professional development, and Consultant services.

Personal information collected by LDA:

- a) may include your title, name, address, and contact details (such as telephone number, or email;
- b) may also include evidence of your education authority teacher registration, police certification for working with children, public liability and personal indemnity insurance, academic qualification(s), work experience and professional development records, and personal teaching methods;
- c) when included in a record and then communicated verbally (for example over the phone), is subject to LDA's Privacy Policy;
- d) will not be used or disclosed for any reason other than the primary purpose for which it was collected, including to an offshore location, without consent and provided voluntarily
- e) may be accessed by an individual to ensure its accuracy - such as by members via LDA's individual website member profiles, which requires login access for privacy and assurance;
- f) will as far as is possible, be securely maintained to prevent misuse, unauthorised access, modification, or loss,
- g) will further be protected by confidentiality and privacy agreements with employees, volunteers and/or others who may have access to personal information.

Navigation and ClickStream Data

Browsing any web site generates a trail of pages visited and the time spent displaying each page, which is useful in the continual evaluation of the site. In the unlikely event of an investigation, a law enforcement agency may exercise a warrant to inspect the service provider's logs. This does not identify individual users.

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