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## **Privacy Collection Notice**

### **Oorala Aboriginal Centre – Targeted Tutoring Program (ATEMS Platform) - For Tutors**

Your personal information (including name, date of birth, staff number, location, teaching areas, and voluntary ethnic origin) is being collected by the University of New England or its agents for the purpose of managing tutor registrations and coordinating tutoring services for the Oorala Aboriginal Centre Targeted Tutoring Program.

Your personal information may be used by UNE in the future for aggregate statistical reporting on Aboriginal and Torres Strait Islander staff participation in the program, where ethnic origin information will be de-identified.

Your details may be provided to Eigenstate Pty Ltd so that they can provide the ATEMS platform for tutoring management (hosted in Sydney, Australia) on UNE's behalf.

Your personal information will not be disclosed to any other third party without your consent unless required or permitted to do so by law.

#### **Important Notes:**

Voluntary ethnic origin collection:

- Providing ethnic origin information is completely voluntary
- You may select "prefer not to say"
- There is no disadvantage if you choose not to provide this information

#### **Your rights - Access and Correction**

You have the right to access and correct your personal information held in ATEMS.

To access or correct your information contact:

Oorala Aboriginal Centre

Email: [ooralasupport@une.edu.au](mailto:ooralasupport@une.edu.au)

Phone: (02) 6773 3034

#### **Privacy concerns or complaints**

If you have concerns about how your information is being handled in ATEMS, or wish to make a privacy complaint, please contact:

UNE Privacy Officer

Email: [privacy@une.edu.au](mailto:privacy@une.edu.au)

You can also refer to UNE's **Privacy Management Plan** at:

<https://www.une.edu.au/about-une/governance-and-structure/privacy>