

PRIVACY STATEMENT

This privacy statement will provide information about any personal information that Sherwood Institute of Australia (here after known as 'SIA') collects, and the ways in which SIA uses said personal information.

Collection of personal information

SIA may collect and use the following forms of personal information:

- Information about your use of the SIA website
- Information that you provide with the purpose of registering with the SIA website
- Information that you provide with the purpose of subscribing to SIA's website services

Usage of personal information

SIA may use your personal information to:

- administer this website
- send you marketing communications
- send you statements and invoices
- enable your access to and use of the website services
- send to you products that you purchase
- supply to you services that you purchase
- publish information about you on the SIA website

Where SIA discloses your personal information to its sub-contractors or agents for these purposes, the sub-contractor or agent in question will be obligated to use that personal information in accordance with the terms of this privacy statement.

In addition to the disclosures reasonably necessary for the purposes identified elsewhere above, SIA may disclose your personal information to the extent that it is required to do so by law, in connection with any legal proceedings or prospective legal proceedings, and in order to establish, exercise or defend its legal rights.

Securing your data

SIA will take reasonable technical and organisational precautions to prevent the misuse, alteration or loss of your personal information.

SIA will store all the personal information you provide on its secure servers.

Information relating to electronic transactions entered into via the SIA website will be protected by encryption technology.

Updating this statement

SIA may update this privacy policy by posting a new version on the SIA website.

You should check this page occasionally to ensure that you are familiar with any changes.

Other websites

This website contains links to other websites.

SIA is not responsible for the privacy practices or policies of any third party.

Contact Sherwood Institute of Australia

If you have any questions about this privacy policy or SIA's treatment of your personal information, please write:

- by email to info@sherwood.edu.au
- by post to Sherwood Institute of Australia

HEAD OFFICE ADDRESS:

Level 1, 20 Otter Street

Collingwood VIC 3066

PHONE: (03) 90880287