

Privacy Policy for Student Data

What data is synchronised

We only synchronise the data that is used by most organisers for school events.

- Student ID
- First Name
- Last Name
- Gender
- Date of Birth
- Year Level
- Previous School Name
- Date of Enrolment
- Residency Status
- Ethnicity
- Photograph (optional)

Who has access to the data

School sports coordinators

- Each school gets issued a login and password which gives you access to the EnterNOW websites.
- If you choose to share that password with others, they will also have access to your schools data.
It is your responsibility to keep your password safe.

Event Organisers

- Can only see the data that you have included in the entry form. (This is no different to what they receive with a paper entry form)
- Have the ability to use the auto-complete functionality to enter students on your behalf (for late entries or special cases).
- DO NOT have the ability to download or view your full your student list (the Members tab in

EnterNOW)

EnterNOW

- EnterNOW Ltd and its staff will have access to your data for the sole purpose of providing support and resolving problems with the system.

What precautions are taken to keep the data secure

- SSL Secure certificate is used on the website (encrypts data between end user and server)
- SSH public key access is used to authenticate to the server and transfer files. (only 2 people have access to the key)
- Our website server has a firewall in place.
- Software/Security patches are applied at regular intervals
- Regular backups are taken of all data, and stored on a secondary server which is not publicly accessible, also protected by firewall.
- All our development machines have encrypted hard drives, with password access (in the case of loss or theft, they will be inaccessible)
- Development machines all run current antivirus/malware detection software.
- Development machines are backed up on regular intervals and backups are encrypted.

How long do you keep the data

- Student records are erased once they turn 19, as the system assumes they have left the school
- If a student leaves school before they turn 19 and the student management system offers that data, then we will erase the students record
- If a student record is not accessed for a period of 24 months, the record will be erased
- Entries that are made into events, and the associated information are retained indefinitely for statistical purposes.

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