

# GOAL Academy Privacy Policy

## Introduction

GOAL Academy (the School) is a State of Colorado public charter school specializing in online education for grades 9-12. Protecting user privacy is important to the School.

This privacy policy outlines the School's general policy and practices for implementing Privacy Principles, including the types of information to be gathered, how that information will be used, and the notice and choice affected individuals have regarding that use of and their ability to correct that information. This privacy policy applies to all Private Information received by the School whether in electronic, paper, or verbal format.

## Definitions

"Private Information" shall mean information that

1. Can be used to uniquely identify a specific individual,
2. Can be used to uniquely describe a specific individual,
3. Is recorded in any form.

Please note that GOAL Academy does handle and operate with certain information deemed to be protected by the United States and other International Governments. This type of information is subject to other information policies and is NOT covered by this Privacy Policy. Other information policies employed by GOAL Academy are available for viewing upon request.

## Principles

GOAL Academy believes in the right to protect Private Information and in our obligation to do so. The School is entrusted with different types of Private Information through the normal course of education activities. The School is and will always be committed to the full protection of Private Information.

## Notice

The School shall inform an individual of the purpose for which it collects and uses the Private Information and the types of non-agent third parties to which the School discloses or may disclose that Information. The School will provide the individual with the choice and means for limiting the use and disclosure of their Private Information. Notice will be provided in clear language when individuals are first asked to provide Private Information to the School, or as soon thereafter as is reasonable. In all circumstances, this notice will be given prior to the School's use or disclosure of the Information for a purpose other than for which it was originally collected.

## Choice

The School will provide to individuals the occasion to opt out should their Private Information be:

- (1) Disclosed to a third party or,
- (2) Used for a purpose other than the purpose for which it was originally collected.

For Sensitive Private Information, the School will give individuals the opportunity to affirmatively or explicitly (opt out) consent to the disclosure of the information for a purpose other than the one for which it was originally collected or subsequently authorized by the individual. The School will treat Sensitive Private Information received from an individual the same as the individual would treat and identify it as Sensitive Private Information.

## **Onward Transfers**

Before disclosing Private Information to a third party, the School will notify the individual and allow them to opt out of the disclosure. The School shall ensure that any third party to which Private Information may be disclosed subscribes to the same Privacy Principles or is subject to law providing the same level of privacy protection as is required by the Privacy Principles and agrees in writing to provide an adequate level of privacy protection.

## **Data Security**

The School will take reasonable steps to protect Private Information from loss, misuse, and unauthorized access, disclosure, alteration, and destruction. The School has implemented appropriate physical, electronic, and managerial processes to secure Private Information from loss, misuse, unauthorized access or disclosure, alteration, or destruction. The School cannot guarantee the security of Private Information on or transmitted via third-party electronic networks such as the Internet.

## **Data Integrity**

The School shall take reasonable steps to ensure that Private Information is accurate, complete, current, and reliable for its intended and declared use only.

## **Access**

The School shall allow an individual to access their Private Information and permit the individual to correct, amend, or delete inaccurate information, unless the cost of providing access would be disproportionate to the risks to the privacy of the individual in the case in question, or where the rights of other persons would be violated by permitting access to such information.

## **Enforcement**

The School uses a self-assessment approach to ensure compliance with this Privacy Policy and verifies periodically that the policy is accurate and comprehensive for the information intended to be covered, prominently displayed, completely implemented, and accessible and in conformity with the Privacy Principles. The School encourages interested parties to contact us with any concerns using the contact information provided. The School will investigate and attempt to resolve any complaints and disputes regarding use and disclosure of Private Information in accordance with the Privacy Principles.

If a complaint or dispute cannot be resolved through internal process, the School agrees to dispute resolution via a third party.

## **Amendments**

This Privacy Policy may be amended from time to time. The School will post any revised policy on our external websites.

## **Information Subject to Other Policies**

The School is committed to following the Privacy Principles for all Private Information. However, certain information is subject to policies of the School that may differ in some respects from the general policies set forth in this privacy policy.

***Your use of GOAL Academy Information Technology resources signifies your compliance and acknowledgement of this policy.***