

Dear Parents and Carers

William Ruthven Primary School uses Class Solver at our school.

We have assessed the value and security of this software with guidance from the Department of Education. Our staff are aware of how to use the software appropriately and protect your child's personal information when doing so.

What Class Solver will be used for:

Class Solver helps us create well balanced classes that ensure all students are in the best possible learning environment. It does this by providing a useful tool for us to capture all the important details about students that we use to determine class composition that supports both individual and group learning and wellbeing.

More information about Class Solver can be found on their website: <https://classsolver.com>

What personal information will be collected and why:

Class Solver collects and uses information about students so the school can create the best class compositions. The following table tells you what information is collected and for what purpose.

Whose and what information	Why this information is collected
Student first name, surname, gender, class, year level, school name and CASES21 ID	Enables staff to create student classes
Information about student academic ability and any language, health/wellbeing or other support needs	Used to create balanced classes that support both individual and group learning and wellbeing
Student responses to class preference surveys	Used to inform class creation
Parent/carer responses regarding wellbeing requests	Used to inform class creation

In addition to the above, and where appropriate or permitted by law, school staff or service providers may access information in this software for other purposes, for example, when the service provider provides technical support.

How do we protect personal and other information?

We will ensure that information is handled in accordance with the school's policies including: [Schools' Privacy Policy](#), [Cybersafety and Responsible Use of Digital Technologies](#) and [Digital Learning in Schools](#). These will be used to explain to the school community how we expect online learning systems, including Class Solver, to be used at school.

We will manage your child's information including how it is stored and how long it is kept, in accordance with the Department's [Records Management Policy](#) for schools.

Information about how Class Solver handles personal information can be found in their privacy policy: <https://classsolver.com/privacy-policy>

Data Location

Class Solver stores your child's information in Australia.

What if you have questions?

You do not need to do anything for you and your child to have access to Class Solver. However, if you have any questions or concerns regarding your child and Class Solver, or you do *not* want your child to participate, please contact the school to discuss your options: Donald Eddington, Principal via telephone on 9460 1668 or by email via donald.eddington@education.vic.gov.au.

For a reminder of all the third-party online services, applications and systems used by our school which handle student or parent information, please refer to our Digital Learning Statement on the school website https://www.williamruthvenps.vic.edu.au/uploaded_files/media/digital_learning_statement.pdf

Regards

Donald Eddington
Principal
17 April 2024