See-Saw for Schools

Seesaw is a digital portfolio in which students can create, share and reflect on work with their teachers.

Students use creative tools to do things such as draw, take pictures and record videos to capture learning in their portfolio. Teachers will be able to set and assess activities and provide feedback on other student-led work. Student work and feedback can then be shared with parents and carers.

We have assessed the value and security of this software with guidance from the Department of Education and Training. Our staff are aware of how to use the software appropriately and how to help your child use it safely.

The benefits of using Seesaw include:

- engaging students in interactive and varied online learning
- providing teachers with resources and tools for setting and assessing student learning
- helping parents engage with their child's learning
- helping teachers communicate with parents about student learning.

More information about Seesaw can be found on their website: https://web.seesaw.me/

What personal information will be collected and why:

Seesaw collects limited information about in order to register them as users and to allow your child to use the software effectively. 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, last initial, eduMail address, year level, class, school name	Account creation and software use
Student work and comments	Assessment and feedback
Photos/video of student work or students engaging in tasks where no individual student is recognisable	Track student achievement
Photos of students	To celebrate student success

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 Seesaw, to be used at school and at home.

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.

We will help your child to use Seesaw safely by providing them with technical or any other assistance they require. You can also assist by having conversations with your child about eSafety and by ensuring that your child is comfortable raising any issues with you and their teacher.

We recommend that contact the school if they have any concerns relating to the use of Seesaw.

Information about how Seesaw handles personal information can be found in their privacy policy: https://web.seesaw.me/privacy-policy

Data Location

Seesaw stores your child's information in Australia

What if you have questions?

You do not need to do anything for your child to have access to Seesaw. However, if you have any questions or concerns regarding your child using Seesaw or you do *not* want your child to participate, please contact your classroom teacher.

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: www.northmelbourneps.vic.edu.au