

Privacy Policy

The Commonwealth Privacy Act 1988 requires companies to comply with the National Privacy Principles. Summit Training Organisation is committed to the Australian Privacy Legislation in the way it collects, uses, secures and discloses personal information.

The Privacy Act outlines in Schedule 1 the Australian Privacy Principles (APPs) which apply to organisations, and Australian Government (and Norfolk Island Government) agencies. Refer to the Australian Privacy Principles (Privacy Fact Sheet 17).

The thirteen Privacy Principles are:

- Open and transparent management of personal information
- Anonymity and pseudonymity
- Collection of solicited personal information
- Dealing with unsolicited personal information
- Notification of the collection of personal information
- Use or disclosure of personal information
- Direct marketing
- Cross-border disclosure of personal information
- Adoption, use or disclosure of government related identifiers
- Quality of personal information
- Security of personal information
- Access to personal information
- Correction of personal information

We will not disclose any information that we gather about our staff or clients to any third party. We use the information collected only for the services we provide. No staff or client information is shared with another organisation. If staff, participant or client information is required by a third party, we will obtain written consent from the relevant staff, participant or client prior to release of any information.

The only exclusion to this is any requirement to provide information to the VET regulator or their agents as a part of our requirements to demonstrate compliance with the VET Quality Framework and the National Vocational Education and Training Regulator (Data Provision Requirements) Instrument 2020.

Date: 24 Sep 2026

Chief Executive Officer Name: Vegas O'Rourke

Chief Executive Officer Signature:

