



PRIVACY POLICY

Barleys Traffic Management Training (TMT) is committed to protecting the privacy and confidentiality of personal information collected from individuals who enrol in our courses. This Privacy Policy outlines how we collect, use, disclose, and protect personal information in accordance with applicable privacy laws, including the Privacy Act 1988 (Cth) and the National Vocational Education and Training Regulator Act 2011 (Cth) (NVETR Act).

Collection and Use of Personal Information

We gather students' personal details to facilitate the processing and administration of students' courses. Failure to provide this information will impede the enrolment process. Students' personal details are utilised to deliver courses and fulfill our obligations as an RTO.

Disclosure of Personal Information

In accordance with the NVETR Act, Barleys TMT is mandated to disclose collected personal information to the National VET Data Collection managed by the National Centre for Vocational Education Research Ltd (NCVER). Barleys TMT is also authorised to disclose information to state or territory training authorities. The NCVER adheres to legal guidelines, including the Privacy Act 1988 (Cth) and the NVETR Act, in collecting, holding, using, and disclosing students' personal information. For further details on how the NCVER handles personal information, refer to the NCVER's Privacy Policy at www.ncver.edu.au/privacy. To access or correct students' information, please contact Barleys TMT using the provided contact details.

The Department of Education, Skills, and Employment (DESE) is authorised by law, including the Privacy Act and the NVETR Act, to collect, use, and disclose students' personal information for specific functions and activities. For details, refer to the DESE VET Privacy Notice at <https://www.dese.gov.au/national-vet-data/vet-privacy-notice>.

Security of Personal Information

We take reasonable steps to protect personal information from misuse, interference, loss, unauthorised access, modification, or disclosure. We maintain appropriate security measures, including physical, technical, and administrative safeguards, to ensure the confidentiality and integrity of personal information.

Changes to this Privacy Policy

We reserve the right to update or modify this Privacy Policy at any time. Any changes will be effective immediately upon posting the revised Privacy Policy on our website. We encourage you to review this Privacy Policy periodically for any updates or changes.

Contact Us

If you have any questions or concerns about our Privacy Policy or the handling of students' personal information, please contact us using the following details:

Phone number: (03) 9088 7592

Email: training@barleys.net.au

By enrolling in our courses or providing students' personal information to us, you consent to the collection, use, and disclosure of students' personal information as described in this Privacy Policy.