

University Support Program

Privacy Statement

headspace is committed to ensuring that the personal information you provide to us remains secure, is only used for the purposes for which it is collected and that you are aware of what information is held and your rights. This statement outlines how we meet the obligations that are set out in the Australian Privacy Principles in the Privacy Act 1988 and the Australian Privacy Principles contained in that Act.

This is a privacy collection statement in relation to your participation in training and support provided by the headspace University Support Program for university staff.

Collection and use of data

Collection, use, and storage of registration information

headspace may enter your personal information into a central database administered by headspace system administrators. It will only be used for purposes of enabling us to:

- provide relevant services to you and/or your educational institution (for example, professional learning modules or invite you to face-to-face or digital events);
- allow for registration of university staff to attend training workshops (face to face or digital)
- provide information and resources to you (for example, if you download the suicide postvention toolkit, real talk framework or critical response guidelines)
- meet our headspace website management needs or
- engage in direct marketing activities via email (if you have registered your email address with us and have not 'opted out')

The registration information we receive for your participation in education and training provided by the University Support Program is your:

- name, role at the university, university of employment, university email address and mobile number.

headspace does not share your information with any third parties, and we do not disclose your personal information overseas.

We'll ensure the personal information you provide to us remains secure and is only used for the purposes for which it is collected.

More information about headspace privacy is available at [Privacy policy \(headspace.org.au\)](https://www.headspace.org.au/privacy-policy) or please contact privacy@headspace.org.au

Storage of data

The University Support Program exports registration and attendance data from Eventbrite and stores it securely in the headspace SharePoint platform. Individual occasions of service are recorded in the headspace Schools & Communities application and protected by the virtual private network (VPN).

Disclosure and management of suicide risk information

The University Support Program provides suicide postvention response support to universities experiencing an impact of suicide.

The support provided can be either:

- individual support to those members of the university's suicide response team coordinating the immediate activities following the critical incident, or
- via the mapping of de-identified university suicide risk information that is shared with other headspace Schools & Communities programs internally which informs the delivery of community suicide postvention support.

Reporting of data

The University Support Program is funded by the Commonwealth Department of Health, under the National Suicide Prevention Leadership Grant Programs. The information we share with them is provided in two ways. Firstly, via de-identified data submitted via a minimum data set and provided to a third party (AHA) for submission to Department of Health. In addition, identified data is provided in bi-annual progress reports submitted by headspace, directly to the Commonwealth Department of Health. The information provided is your:

- number of education and training sessions delivered by the University Support Program,
- number of staff receiving service,
- university suicide risk and support information,

References to headspace are references to headspace National Youth Mental Health Foundation Ltd ACN 137 533 843;