

Victorian Challenge and Enrichment Series- Parent/ Carer Registration Guide

The Victorian Challenge and Enrichment Series (VCES), supported by the Department of Education and delivered by Royal Botanic Gardens Victoria, is designed for high-ability students, to offer them enrichment and extension outside of their normal classroom setting.

Registration requirements

By submitting this registration, you confirm that your child meets all following requirements as outlined:

- Demonstrates readiness and an ability to complete the activity.
- Has your consent to participate in the activity should this request be approved.
- Has shown aptitude in the activity curriculum area.

Collection Notice

Royal Botanic Gardens Victoria (RBGV) is collecting your name, email, phone number, and your student's name, school and year level. This information will be used for the purposes of registering your student into the VCES activity, managing their registration in the activity, and to facilitate contact with you should any clarification or further information be required. The information collected about your student is also used by the **Department of Education (the department)** to understand the program's reach and impact, and for the purposes of evaluating the program to improve the program in future years.

RBGV is also seeking to collect optional information to report and evaluate participation in the program across different demographics. This optional demographic and health information includes your student's gender, whether they identify as Aboriginal or Torres Strait Islander, are twice-exceptional (have high ability and have a disability), or if a language other than English is spoken at home.

The information from the optional questions is used to help the department understand changes that could be made to the program to further increase student participation across these cohorts, to evaluate the effectiveness of the program offering, and for demographic reporting purposes. Your answers to the optional questions will be provided to the department in a way that does not identify your student to the department of education. The information will be aggregated by school and year level in a way that does not identify your child. This information will be aggregated by the department of education in a method to ensure that your student cannot be identified.

If you do not provide all the information requested in the form, we may not be able to register your student or follow up on any submitted information.

Information provided in the form will be stored securely in RBGV systems in accordance with [RBGV privacy policy](#), with access restricted to those administering the VCES program, staff that need to provide required technical system assistance.

Deidentified data may be shared with external organisations for the purposes of evaluating the program.

Your information will be handled in accordance with this Privacy Notice and [RBGV privacy policy](#), or where otherwise authorised or permitted by law.

All information will be handled in accordance with Victorian privacy and records laws. For more information about how the department handles personal information, please refer to the department's Privacy Policy at vic.gov.au/department-of-education-privacy-policy.

For further information on this Notice or how personal information is handled, or to request access and correction of personal information, please contact RBGV's Learning Team on learning@rbg.vic.gov.au

Please note that the student's name is collected for the purposes of our organisation to facilitate their participation in this activity. This personal data will not be shared or used beyond this purpose.

Contact Us

If you have any questions about the registration process, please contact RBGV's Learning Team on learning@rbg.vic.gov.au



Department
of Education



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