

# Privacy Policy

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Grow Support Services values the privacy of every person and is committed to protecting the privacy and dignity of all participants.

We have implemented safeguards to ensure the safety and security of participants' personal information in line with the Australian Privacy Principles of the *Privacy Act 1988* and the *National Disability Insurance Scheme Act 2013*.

Grow Support Services will only collect information that is relevant to the needs of service delivery for the individual.

Personal information is not shared with anyone unless required by law.

In collecting personal information Grow Support Services will take all reasonable practical steps to ensure the participant knows:

- Why the information is being collected,
- What the information is being used for,
- How the information will be stored and where,
- Who has access to the information and why, and
- Raise questions or concerns about how Grow Support Services is dealing with personal information and how we handle privacy concerns or complaints.

