

# **Christa McAuliffe Center for Integrated Science Learning at Framingham State University: Privacy Policy Statement**

**Effective 10/01/2020**

This privacy policy statement describes how the Christa McAuliffe Center for Integrated Science Learning at Framingham State University collects, uses, shares, and protects information acquired through our websites, program registration processes, online educational programs, phone conversations and fax materials, as well as information passed to third party tools used in our learning environment.

This policy does not apply to information about you collected by online educational resources and content hosted on servers outside of our systems which are linked to or otherwise accessible from within our systems. The information collected or received by external online educational resources and offerings not directly integrated into our learning environment are subject to their own privacy policies.

## **Security of your information**

To prevent unauthorized access, maintain data accuracy, and ensure the correct use of information in our custody, we have put in place commercially reasonable physical, electronic, and managerial procedures to safeguard the security, integrity and confidentiality of the information we collect. We maintain adequate data security measures, consistent with Framingham State University's standards and technology best practices, to protect Student Data from unauthorized disclosure or acquisition by an unauthorized person.

Our employees have passed criminal background checks, and have received training on security and the federal and state laws governing the confidentiality of such data prior to receiving access.

It is our intent to fully comply with current and emerging privacy laws. Partners who have signed, active contracts on file are covered by those laws, including additional amendments as needed to comply with the Partner's local laws.

In the event that any users' personal data has been compromised, Framingham State University will comply with all state and federal data security laws including [201 CMR 17](#).

## **Personal information provided by partners, schools or parents about children**

We understand that our student users who are under 13 years of age require special safeguards and privacy protection, and it is our intent to fully comply with the Children's Online Privacy Protection Act (COPPA). Our website and online educational programs may collect personal information from children online, such as first name and/or name of school or community. You can review certain personal information we have regarding your child by

making a request via [this online form](#) and McAuliffe Center staff will respond in a timely fashion. Please be aware that we may not be able to disclose some personal information relating to your child's educational records due to state and/or federal law.

You can request that your child's personal information not be used by the Christa McAuliffe Center for Integrated Science Learning, Framingham State University (The Center) and any affiliates and/or vendors acting on behalf of The Center by making a request in writing to us. Please be aware that to participate in our programs, some information must be collected and shared. If you opt out, your student may not be able to participate in our programs.

### **How we use student personally identifiable information**

The Christa McAuliffe Center for Integrated Science Learning, Framingham State University may use student personally identifiable information for educational support purposes for children enrolled in our programs. Such support includes but is not limited to: attendance, participation, and general student guidance.

The Christa McAuliffe Center for Integrated Science Learning, Framingham State University may pass student personally identifiable information to integrated third-party tools used to enrich student activity and experience. If we pass such personally identifiable information to integrated third-party tools, we do so with the minimum amount of information required.

We may share data with trusted partners to help us perform statistical analysis. Such third parties are prohibited from using student personally identifiable information except to provide these services to the Christa McAuliffe Center for Integrated Science Learning, Framingham State University, and they are required to maintain the confidentiality of your information.

### **Personally identifiable information we collect**

If you contact us or sign up for our newsletters, webinars, courses, or other offerings we will collect the information you submit to us, whether through an online form, email, phone, fax, or other communication. If you register your student directly or indirectly with us or through a local school, out-of-school-time organization or other group, you are providing us personally identifiable information about you and/or your children. The types of personally identifiable information you or an affiliated school may be asked to provide about your student include but are not limited to: first name, middle name, last name, street address, gender, date of birth, phone number, email address, and graduation year. The types of personally identifiable information a parent or guardian may be asked to provide include but are not limited to: title, first name, last name, address, phone number, and email address.

## Photo and Media Release

By participating in programs offered by the McAuliffe Center, participants allow the Center to use their likeness, quotes (both verbal and written), and photographs for legal use including, but not limited to, publicity, advertising, and web content.

## Definitions of terms used in this privacy policy

"Christa McAuliffe Center" and "The Center" refer to the Christa McAuliffe Center for Integrated Science Learning at Framingham State University, Framingham, MA, provider of learning opportunities through in-person and online interaction either directly or indirectly to learners of all ages.

"Partnership" and "Partner" refer to schools, school districts, or other entities (such as [Challenger Center](#)) that have a current signed contract with the Christa McAuliffe Center.

Personally identifiable information, as defined by the [United States Government Accountability Office](#), is "any information about an individual maintained by an agency, including (1) any information that can be used to distinguish or trace an individual's identity, such as name, social security number, date and place of birth, mother's maiden name, or biometric records; and (2) any other information that is linked or linkable to an individual, such as medical, educational, financial, and employment information." For residents of the Commonwealth of Massachusetts, personal identifiable information is defined as: "a Massachusetts resident's first name and last name or first initial and last name in combination with any one or more of the following data elements that relate to such resident: (a) Social Security number; (b) driver's license number or state-issued identification card number; or (c) financial account number, or credit or debit card number, with or without any required security code, access code, personal identification number or password, that would permit access to a resident's financial account; provided, however, that "Personal information" shall not include information that is lawfully obtained from publicly available information, or from federal, state or local government records lawfully made available to the general public.

[The Family Educational Rights and Privacy Act](#) "...is a Federal law that protects the privacy of student education records." The U.S. Department of Education provides additional details about [Family Educational Rights and Privacy Act](#) on their website.

The Federal Trade Commission's Children's Online Privacy Protection Act refers to individuals under the age of 13. The Federal Trade Commission provides additional details about [Children's Online Privacy Protection Act](#) on their website.

## Changes to the privacy policy

We will occasionally amend this Privacy Policy to reflect feedback from staff, customers, and to incorporate any changes to privacy laws. We will inform staff of changes to this privacy policy via our weekly announcements and we encourage you to check back often to review our policy

to stay informed of changes. The effective date of this Privacy Policy is documented at the beginning of the Privacy Policy.