



AUSTRALIAN SCHOOL OF ABU DHABI

INFORMATION & DATA PROTECTION POLICY

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1. SCHOOL VISION

Australian School of Abu Dhabi (ASAD) fosters globally minded graduates through inclusive education, nurturing a sense of belonging, understanding, and respect. We empower students with skills, empathy, and awareness to contribute locally and globally.

2. SCHOOL MISSION

Australian School of Abu Dhabi (ASAD) provides a diverse curriculum with global perspectives to all students. We foster inclusion, embrace diversity, promote understanding, and empower students to excel academically and socially. Our commitment to inclusivity ensures every student feels valued and supported.

3. INTRODUCTION

Australian School of Abu Dhabi (ASAD) collects and processes personal information and data relating to students, parents and guardians, staff, visitors, contractors and other individuals who interact with the school. This information and data is essential to enable ASAD to deliver high-quality education, support student wellbeing and safeguarding, ensure effective school operations, and meet regulatory and legal obligations.

As an International Baccalaureate (IB) World School operating under the regulatory oversight of the Abu Dhabi Department of Education and Knowledge (ADEK), ASAD recognises that the responsible and ethical management of information and data is fundamental to maintaining trust within the school community. ASAD is committed to ensuring that personal information and data is handled lawfully, securely, transparently and in accordance with recognised international best practice in education.

This Information and Data Protection Policy sets out ASAD's approach to safeguarding personal information and data and establishes the principles that govern the collection, use, storage, sharing and protection of personal data. The policy reflects the requirements of applicable UAE legislation, including Federal Decree Law No. (45) of 2021 on the Protection of Personal Data, ADEK regulatory expectations, and relevant IB standards relating to governance, safeguarding and ethical practice.

This policy operates in conjunction with ASAD's Digital Policy, Data Protection Plan, and related safeguarding, cybersecurity and records management procedures. Together, these instruments provide a coherent framework to ensure that personal information is managed consistently and responsibly across all school operations, systems and learning environments.

Through this policy, ASAD affirms its commitment to protecting personal information, respecting individual rights, and maintaining high standards of information governance in support of a safe, inclusive and trustworthy school environment.

4. PURPOSE

The purpose of this Information and Data Protection Policy is to establish a clear framework for the lawful, secure and ethical management of personal information at Australian School of Abu Dhabi (ASAD).

This policy aims to:

- Ensure that personal information and data is collected, processed, stored and shared only for legitimate educational, safeguarding, operational and legal purposes.
- Protect the personal information and data of students, parents and guardians, staff, visitors, contractors and external service providers.
- Define clear expectations and responsibilities for the handling of personal data across the school community.
- Support compliance with ADEK requirements, applicable UAE legislation, and recognised international best practice, including expectations set by the International Baccalaureate.
- Promote accountability, transparency and integrity in the school's information and data management and governance practices.

Through this policy, ASAD seeks to balance the effective use of information and data with the protection of individual rights and the responsible management of data.

5. SCOPE

This policy applies to all personal information and data processed by Australian School of Abu Dhabi (ASAD), regardless of the format in which it is held, including electronic records, digital systems, cloud-based platforms and physical documents.

The policy applies to personal information and data relating to:

- Students, including academic, wellbeing, safeguarding and assessment records.
- Parents and guardians.
- All staff, including teaching, administrative and support staff.
- Visitors, contractors, service providers and other third parties acting on behalf of the school.

This policy applies to personal information and data collected and processed:

- On school premises and during off-site school activities.
- Through digital and non-digital systems.
- Through school-managed platforms, approved third-party systems and cloud-based services.

This policy operates alongside ASAD's Digital Policy, Data Protection Plan, and related safeguarding, cybersecurity, records management and academic integrity policies.

6. DEFINITIONS

TERM	DEFINITION
Consent	A freely given, specific, informed and unambiguous indication by which an individual, or a parent or guardian where appropriate, agrees to the collection and processing of personal information and data. Consent may be withdrawn at any time.
Contractor	An individual or organisation engaged by Australian School of Abu Dhabi (ASAD) under a contract or agreement to provide services to the school, including consultants, service providers and external specialists, who may have access to personal information and data in the course of their work.

Data Breach	An incident resulting in accidental or unlawful destruction, loss, alteration, unauthorised disclosure of, or access to, personal information and data.
Data Protection Plan	The school's operational document that sets out procedures, controls and actions to support the implementation of this Information and Data Protection Policy.
Parent	The person legally liable for a child or entrusted with their care, defined as the custodian of the child as per the Federal Decree Law No. 3 of 2016 Concerning Child Rights (Wadeema).
Personal Information	Information relating to individuals who are identifiable directly from the information in question, or who can be indirectly identified from that information in combination with other information.
Safeguarding	Protecting students from the risks of harm, including maltreatment and other types of risks that impact their overall health and development, wellbeing, and safety.
Sensitive Personal Information and Data	Personal information and data that require a higher level of protection due to their nature, including but not limited to health, medical, wellbeing, safeguarding, biometric, legal or family-related information.
Third Party	Any individual, organisation or entity external to ASAD that processes or has access to personal information and data on behalf of the school, including contractors, service providers and partners.
Visitor	For the purpose of this policy, a visitor is any temporary visitor (e.g., a parent or a relative of a student, prospective student and their parents, inspectors, contractors, etc.) entering the school premises. An invited visitor is anyone visiting the school on a temporary basis to interact with students (i.e., a speaker, career fair representative, etc.) and includes volunteers, who are engaged by an educational institution on a non-remunerated basis to interact with students (e.g., parent chaperones, etc.).

7. POLICY

7.1 Principles of Information and Data Protection

Australian School of Abu Dhabi (ASAD) is committed to ensuring that all personal information and data are managed responsibly, ethically and securely. The following principles underpin the school's approach to information and data protection and guide all activities involving the collection, use, storage, sharing and disposal of personal information and data.

7.1.1 [Lawfulness, Fairness and Transparency](#)

Personal information and data will be collected and processed lawfully, fairly and in a transparent manner. ASAD will take reasonable steps to ensure that individuals are informed about how their personal information and data are collected, used and protected, in a manner that is clear, accessible and appropriate to the school context.

7.1.2 [Purpose Limitation](#)

Personal information and data will be collected only for specified, explicit and legitimate purposes related to education, safeguarding, wellbeing, school operations and legal or regulatory obligations. Information and data will not be further processed in a manner that is incompatible with those purposes.

[7.1.3 Data Minimisation](#)

ASAD will collect and process only the personal information and data that are relevant, necessary and proportionate to fulfil identified educational, operational, safeguarding or legal purposes.

[7.1.4 Accuracy](#)

ASAD will take reasonable steps to ensure that personal information and data are accurate, complete and kept up to date where necessary. Inaccurate or outdated information and data will be corrected or addressed in a timely manner where appropriate.

[7.1.5 Storage Limitation](#)

Personal information and data will not be retained for longer than is necessary to fulfil the purposes for which they were collected, unless retention is required by law or regulatory obligation. Retention and disposal will be managed in accordance with the school's records management and data protection policy and procedures.

[7.1.6 Security and Confidentiality](#)

ASAD will implement appropriate technical and organisational measures to protect personal information and data against unauthorised or unlawful access, loss, misuse, alteration or disclosure. Access to personal information and data will be restricted to authorised individuals on a need-to-know basis.

[7.1.7 Accountability and Ethical Practice](#)

ASAD recognises its responsibility to demonstrate accountability in the management of personal information and data. All members of the school community who handle personal information and data are expected to act ethically, professionally and in accordance with this policy, related procedures, and applicable legal and regulatory requirements.

7.2 Types of Personal Information and Data Collected

Australian School of Abu Dhabi (ASAD) collects and processes personal information and data that are necessary to fulfil its educational, safeguarding, operational and legal responsibilities. The school is committed to ensuring that only relevant and appropriate information and data are collected and that collection is proportionate to identified purposes. Personal information and data collected by ASAD may include, but are not limited to, the following categories:

[7.2.1 Student Information and Data](#)

This may include:

- Identification and contact details, including address.
- Enrolment, attendance and academic records.
- Assessment, reporting and progression data.
- Wellbeing, safeguarding and pastoral records.
- Health and medical information where required to support student care and safety.
- Behavioural records and learning support information.

- Photographs and video recordings used for educational, communication or school-related purposes.
- Digital learning data generated through school-approved platforms and systems.

7.2.2 [Parent and Guardian Information and Data](#)

This may include:

- Identification and contact details, including address, place of employment and Emirates ID.
- Relationship and custody information relevant to student enrolment and welfare.
- Communication records between the school and parents or guardians.
- Consent records and permissions provided to the school.
- Financial and billing information, including bank details, where applicable.
- Any other details required by MoE or ADEK for regulatory or reporting purposes.

7.2.3 [Staff Information and Data](#)

This may include:

- Identification and contact details, including address.
- Employment, qualification and professional development records.
- Passport, visa and Emirates ID.
- Details of spouse and dependents.
- Payroll, performance and appraisal information.
- Health or wellbeing information where required to meet employment or safeguarding obligations.
- Details of any accidents, incidents and injuries sustained on school property.
- System access and usage data associated with school-managed platforms.

7.2.4 [Operational and Regulatory Information and Data](#)

This may include:

- Information required to meet ADEK employment, reporting and regulatory obligations.
- Records related to school operations, risk management and compliance.
- Information required for inspections, audits or legal purposes.

7.2.5 [Information and Data Relating to Visitors, Contractors and Third Parties](#)

CCTV is used for safety, security and safeguarding; access is restricted; footage is retained for a defined period unless required for investigation; and appropriate notices are displayed.

This may include:

- Identification and contact details.
- Access records and security-related information.
- Information necessary to manage contracts, services and compliance obligations.
- Security and surveillance data such as CCTV footage.

7.2.6 [Digital Systems and Platform Data](#)

This may include:

- System-generated data associated with the use of school-managed digital platforms, learning management systems and cloud-based services.
- Access logs, usage data and security-related information required to maintain system integrity, safety and compliance.
- Security and surveillance data, including CCTV footage, collected for safety, security and safeguarding purposes.

ASAD does not collect personal information and data unless there is a legitimate educational, safeguarding, operational or legal purpose for doing so. Where sensitive personal information or data are required, additional care is taken to ensure that collection, use and protection meet applicable legal and ethical standards.

7.3 Lawful Basis, Consent and Collection of Information and Data

Australian School of Abu Dhabi (ASAD) collects and processes personal information and data only where there is a lawful, legitimate and clearly defined purpose to do so. The collection and processing of personal information and data are carried out in a manner that respects individual rights and complies with applicable UAE legislation, ADEK requirements and recognised international best practice.

7.3.1 [Lawful Basis for Collection and Processing](#)

ASAD collects and processes personal information and data on one or more of the following lawful bases, as applicable:

- To fulfil the school's educational functions and obligations to students.
- To meet safeguarding, health, wellbeing and student protection responsibilities.
- To comply with legal, regulatory and ADEK reporting requirements.
- To perform administrative and operational functions necessary for the effective running of the school.
- Where consent has been provided by the individual, or by a parent or guardian where appropriate.

7.3.2 [Consent](#)

Where consent is required for the collection, use or sharing of personal information and data, ASAD ensures that consent is:

- Freely given.
- Specific and informed.
- Clearly expressed.
- Capable of being withdrawn at any time.

Consent may be required, for example, in relation to the use of certain digital platforms, media and communications, or the sharing of information beyond core educational, safeguarding or legal requirements, such as for photographs and videos.

Where consent is withdrawn, ASAD will take reasonable steps to cease processing the relevant personal information and data, unless there is an overriding legal or safeguarding obligation to continue doing so.

Consent is not the only lawful basis for processing; ASAD may process personal data without consent where required for education delivery, safeguarding, or legal/regulatory obligations.

[7.3.3 Collection of Information and Data](#)

Personal information and data are collected by ASAD through fair and lawful means and only to the extent necessary for identified purposes. Collection may occur directly from individuals or, where appropriate, from parents, guardians, authorised third parties or regulatory bodies.

ASAD takes reasonable steps to ensure that individuals are informed about:

- The purpose for which personal information and data are collected.
- How the information and data will be used and protected.
- Any circumstances in which information and data may be shared, including with regulatory authorities such as ADEK.

[7.3.4 Special Categories and Sensitive Information](#)

Where sensitive personal information and data are required, including health, wellbeing or safeguarding information, ASAD applies additional safeguards to ensure that such information and data are handled with a higher level of care, confidentiality and protection, in accordance with legal and ethical obligations.

7.4 Use, Storage and Security of Information

Australian School of Abu Dhabi (ASAD) is committed to ensuring that personal information and data are used, stored and protected in a manner that supports educational delivery, safeguarding, wellbeing and school operations, while maintaining confidentiality, integrity and availability.

[7.4.1 Use of Information and Data](#)

Personal information and data will be used only for purposes that are consistent with the reasons for which they were collected, including educational, safeguarding, operational and legal purposes. Information and data will not be used in a manner that is incompatible with those purposes unless required by law or supported by appropriate consent.

[7.4.2 Storage of Information and Data](#)

Personal information and data may be stored in physical or digital form, including within school-managed systems, approved third-party platforms and cloud-based services. ASAD takes reasonable steps to ensure that all information and data are stored securely and in accordance with applicable legal, regulatory and operational requirements.

[7.4.3 Access Control](#)

Access to personal information and data is restricted to authorised individuals who require access in order to perform their professional responsibilities. Access is granted on a need-to-know basis and is subject to appropriate authentication, authorisation and monitoring controls.

Certain operational registers (e.g., media consent restrictions lists) may be shared with nominated role-holders where strictly necessary to prevent non-consensual publication and support safeguarding.

[7.4.4 Security Measures](#)

ASAD implements appropriate technical and organisational measures to protect personal information and data against unauthorised access, loss, misuse, alteration or disclosure. These measures are supported by the school's Digital Policy, Data Protection Plan, cybersecurity controls and related procedures, which set out detailed requirements for system security, device use and data protection.

[7.4.5 Retention and Disposal](#)

Personal information and data are retained only for as long as necessary to fulfil the purposes for which they were collected, or as required by law or regulatory obligation. The secure disposal of information and data is carried out in accordance with the school's records management and data protection procedures. Disposal may include secure physical destruction or permanent deletion of records, as appropriate.

7.5 Sharing and Disclosure of Information and Data

Australian School of Abu Dhabi (ASAD) recognises that the sharing and disclosure of personal information and data must be managed carefully to protect individual rights while enabling the effective operation of the school and compliance with legal and regulatory obligations.

[7.5.1 Internal Sharing](#)

Personal information and data may be shared internally within ASAD where such sharing is necessary to support educational delivery, safeguarding, wellbeing, administration or compliance functions. Internal sharing is limited to authorised individuals and is carried out on a need-to-know basis.

[7.5.2 Sharing with External Parties](#)

ASAD may share personal information and data with external service providers, contractors or partners where this is necessary to support school operations, educational services or statutory obligations. In such cases:

- Information and data are shared only for defined and legitimate purposes.
- Appropriate contractual safeguards, including confidentiality and data protection obligations, are in place.
- External parties are required to handle information and data in accordance with applicable legal and regulatory requirements.

Procedures governing third-party access, contractual requirements and oversight are set out in the school's Data Protection Plan and related procedures. ASAD undertakes proportionate due diligence and risk assessment of third-party providers (including cloud and EdTech) to confirm privacy, security, hosting/transfer arrangements, and safeguarding suitability before approval and during periodic review.

[7.5.3 Sharing with ADEK and Regulatory Authorities](#)

ASAD is required to share certain personal information and data with the Abu Dhabi Department of Education and Knowledge (ADEK) and other authorised regulatory bodies in accordance with applicable UAE legislation and regulatory requirements.

Parents and guardians are informed of the school's obligations to provide accurate and up-to-date information and data to ADEK as part of enrolment and ongoing communication processes.

[7.5.4 Disclosure Without Consent](#)

Personal information and data may be disclosed without consent where such disclosure is required or authorised by law, necessary to meet safeguarding or child protection obligations, or required to prevent or respond to serious risks to health, safety or wellbeing.

[7.5.5 International Data Transfers](#)

International transfers (including cloud hosting or remote access from outside the UAE) will only occur where permitted under UAE data protection law and ADEK requirements, and where the school has implemented appropriate safeguards and approvals (including any approvals or notifications required by ADEK).

7.6 Rights of Individuals

Australian School of Abu Dhabi (ASAD) recognises and respects the rights of individuals in relation to their personal information and data. The school is committed to ensuring that personal information and data are handled in a manner that is transparent, fair and respectful of individual rights, in accordance with applicable UAE legislation and recognised international best practice.

[7.6.1 Right of Access](#)

Individuals have the right to request access to the personal information and data held about them by ASAD. Requests for access will be managed in a timely and appropriate manner, subject to any legal, safeguarding or regulatory limitations.

For students, access requests may be made by parents or guardians, or by the student where appropriate, taking into account age, maturity and legal considerations.

[7.6.2 Right to Correction](#)

Individuals have the right to request that inaccurate, incomplete or outdated personal information and data be corrected. ASAD will take reasonable steps to update or rectify information and data where inaccuracies are identified.

[7.6.3 Right to Withdraw Consent](#)

Where the processing of personal information and data is based on consent, individuals have the right to withdraw that consent at any time. Withdrawal of consent will not affect the lawfulness of processing carried out prior to the withdrawal.

Where consent is withdrawn, ASAD will take reasonable steps to cease processing the relevant personal information and data, unless continued processing is required by law or necessary to meet safeguarding, educational or regulatory obligations.

[7.6.4 Right to Raise Concerns](#)

Individuals have the right to raise concerns or complaints regarding the handling of their personal information and data. ASAD encourages concerns to be raised in a timely manner so that they can be addressed promptly and appropriately.

Procedures for managing access requests, corrections, withdrawal of consent and complaints are outlined in the school's Data Protection Plan and related procedures.

7.7 Data Breaches and Incident Management

Australian School of Abu Dhabi (ASAD) is committed to preventing data breaches and to responding promptly and effectively should an incident involving personal information and data occur.

A data breach may include, but is not limited to, the unauthorised access to, disclosure of, loss of, alteration of, or damage to personal information and data, whether held in electronic or physical form.

[7.7.1 Identification and Reporting](#)

All staff and authorised third parties are required to report any actual or suspected data breach or information security incident involving personal information and data immediately to the Principal (or delegate) and the designated Data Protection Lead/IT Lead in accordance with the Cybersecurity Incident Response Plan and Data Protection Plan. ASAD designates a Data Protection Lead (and ICT/Security Lead) responsible for coordinating privacy compliance, vendor assurance, incident response coordination, and maintaining the Data Protection Plan.

[7.7.2 Response and Management](#)

ASAD will take appropriate and timely action to assess, contain and manage any data breach or incident, with the aim of minimising harm to individuals and the school community. Actions may include investigation, mitigation measures and review of controls.

[7.7.3 Notification](#)

Where required by law or regulatory obligation, ASAD will notify relevant authorities, including ADEK, and affected individuals in a timely manner following a data breach. Decisions regarding notification will take into account the nature of the information and data involved, the level of risk, and safeguarding considerations.

[7.7.4 Review and Improvement](#)

Data breaches and incidents will be reviewed to identify lessons learned and to strengthen information and data protection practices. Preventative and corrective actions will be implemented as appropriate.

Detailed procedures for breach reporting, response, notification and review are set out in the school's Data Protection Plan and related procedures.

7.8 Roles and Responsibilities

Australian School of Abu Dhabi (ASAD) recognises that the effective protection of personal information and data is a shared responsibility across the school community. Clear roles and responsibilities support accountability, compliance and consistent practice.

7.8.1 [ASAD Leadership Team](#)

The senior leadership team at ASAD will ensure that:

- This Information and Data Protection Policy is implemented and reviewed in line with regulatory requirements and best practice.
- Appropriate governance, oversight and resources are in place to support effective information and data protection.
- A Data Protection Plan is developed, maintained and reviewed annually.
- Data protection responsibilities are clearly communicated to staff and relevant stakeholders.

7.8.2 [Staff](#)

All staff are required to:

- Handle personal information and data responsibly, ethically and in accordance with this policy, the Data Protection Plan and related procedures.
- Access personal information and data only where necessary to fulfil their professional responsibilities.
- Protect the confidentiality and security of personal information and data.
- Report any actual or suspected data breaches or concerns promptly in accordance with established procedures.

Staff are expected to participate in data protection training and to remain aware of their responsibilities when using school systems and handling information and data.

7.8.3 [Third Parties and Service Providers](#)

Third parties, contractors and service providers who process personal information and data on behalf of ASAD are required to:

- Comply with applicable data protection obligations and contractual requirements.
- Handle personal information and data only for authorised purposes.
- Implement appropriate safeguards to protect information and data.

Oversight of third-party responsibilities and controls will be managed in accordance with the school's Data Protection Plan and related procedures.

7.8.4 [Students, Parents and Guardians](#)

Students, parents and guardians are expected to:

- Engage with the school in a manner that supports the responsible and respectful use of personal information and data.
- Provide accurate and up-to-date information where required.
- Raise any concerns relating to information and data protection with the school in a timely manner.

7.9 Training, Awareness and Implementation

Australian School of Abu Dhabi (ASAD) is committed to promoting awareness and understanding of information and data protection responsibilities across the school community. Training, communication and monitoring support consistent and responsible practice.

7.9.1 [Training and Awareness](#)

ASAD will provide appropriate information and data protection training to staff as part of induction and ongoing professional learning. Training will be proportionate to roles and responsibilities and designed to support the safe and ethical handling of personal information and data.

Information and guidance relating to information and data protection will be communicated to staff, students, parents and guardians where appropriate, including through policies, procedures and school communications.

7.9.2 [Implementation](#)

All members of the school community who handle personal information and data are expected to follow this policy, the Data Protection Plan and related procedures as part of their professional and ethical responsibilities.

7.10 Monitoring, Review and Policy Availability

Australian School of Abu Dhabi (ASAD) is committed to ensuring that information and data protection practices remain effective, current and aligned with legal, regulatory and educational requirements.

7.10.1 [Monitoring and Review](#)

This Information and Data Protection Policy will be monitored and reviewed on a regular basis to ensure its ongoing effectiveness and compliance with applicable UAE legislation, ADEK requirements and recognised international best practice.

The policy will be formally reviewed at least annually, or earlier where there are significant changes to legislation, regulatory expectations, school operations or identified risks.

The school's Data Protection Plan will be reviewed annually and updated as necessary to reflect changes in systems, processes, risks and controls.

7.10.2 [Policy Availability](#)

This policy will be made available to staff and relevant members of the school community through appropriate school communication channels.

A public-facing Privacy Notice will be maintained on the school's website to provide clear and accessible information about how personal information and data are collected and used through ASAD's digital platforms, in support of this policy. The Privacy Notice explains categories of data, purposes, lawful bases, retention overview, third-party sharing, cross-border processing, and how to exercise rights.

8. COMPLIANCE

Compliance with this Information and Data Protection Policy is mandatory for all members of the Australian School of Abu Dhabi (ASAD) community who handle or have access to personal information and data.

All staff, contractors, service providers and other authorised parties are required to comply with this policy, the Data Protection Plan and all related procedures when collecting, using, storing, sharing or otherwise processing personal information and data on behalf of the school.

Failure to comply with this policy may result in appropriate action being taken in accordance with ASAD policies and procedures and, where applicable, ADEK requirements and UAE legislation.

Compliance with this policy supports ASAD's obligations under applicable UAE laws, including Federal Decree Law No. (45) of 2021 on the Protection of Personal Data, and forms part of the school's governance, safeguarding and risk management framework.

9. REFERENCES

This Information and Data Protection Policy is informed by, and should be read in conjunction with, the following legislation, regulatory requirements, standards and school policies, as applicable.

- Abu Dhabi Department of Education and Knowledge (ADEK). 2024 (September) ADEK_School_Digital Policy_v.1.1
- Abu Dhabi Department of Education and Knowledge (ADEK). (September). ADEK_School_Records Policy_v.1.1
- Abu Dhabi Department of Education and Knowledge (ADEK). (n.d.). Terms of Condition of Use, and Privacy Statement for Information.
- Federal Decree Law No. (3) of 2016 Concerning Child Rights (Wadeema).
- Federal Decree Law No. (18) of 2020 on Private Education and its amendments.
- Federal Decree Law No. (31) of 2021 Promulgating the Crimes and Penalties and its amendments.
- Federal Decree Law No. (34) of 2021 on Combatting Rumors and Cybercrimes.
- Federal Decree Law No. (38) of 2021 on Copyrights and Related Rights.
- Federal Decree Law No. (45) of 2021 on the Protection of Personal Data.
- International Baccalaureate Organization (IBO). (2020). *IB Standards and Practices*.
- IBM. (n.d.). What is Incident Response?
- Law No. (9) of 2018 Concerning the Establishment of the Department of Education and Knowledge.
- Ministry of Education (MoE). (2020). Student Behaviour Management Distance Learning.
- Ministry of Education (MoE). (2022). Code of Conduct for Professionals in General Education.
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- Storage Networking Industry Association (SNIA). (n.d.). What is Data Protection?

10. RATIFICATION & REVISION HISTORY

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