

## Confidentiality Policy

Royal Ontario Academy maintains a commitment to protecting the privacy and confidentiality of its students.

### Communication with Parents or Legal Guardians

For students under the age of 18, ROA may communicate with parents or legal guardians regarding the student's academic progress, course enrollment, and other relevant matters.

### Communication with External Institutions

ROA may communicate with a student's home school or applicable post-secondary institutions as necessary to support the student's academic goals. This may include sharing relevant academic information or records to facilitate credit transfer, admissions, or program completion.

### Consent for Communication (Students 18 and over)

Students aged 18 and over will receive a request to provide explicit permission allowing ROA to communicate with third parties, including parents, guardians, or other individuals. Without this consent, ROA will not disclose any information to third parties.

### Third-Party Access to Student Information

Through the ROA website and learning management system, students may access third-party organizations, such as Cloud Labs, to enhance their learning experience. ROA will only share basic information, such as the student's name and email address, with these organizations for the purpose of account creation or access to services.

By using third-party websites or platforms through ROA's systems, students agree to comply with the privacy policies and terms of service of those organizations. ROA encourages students to review the policies of third-party providers to understand how their data may be used. ROA is committed to ensuring that all student information shared with third parties is limited to what is necessary and handled with the utmost confidentiality.

The school administration will review this policy/procedure annually to ensure its effectiveness and alignment with educational standards and goals, making revisions as needed. For further information regarding this policy, students and parents/guardians

are encouraged to contact us at Royal Ontario Academy at  
[info@royalontarioacademy.com](mailto:info@royalontarioacademy.com).