

Your information at MyTime



This page tells you how and why we collect information at MyTime. Your information is collected when you complete MyTime registration forms, surveys, and evaluations.

Why do we collect information at MyTime?

The information we collect at MyTime helps us build proof that the program makes a difference. It also helps us:

- Understand your needs
- Improve MyTime
- Show our funders that MyTime is reaching the people who need it
- Meet our funding requirements.

So, thank you! We really appreciate the time you spend filling in our registration form and surveys.

When do we ask for your information?

When you join MyTime as a member, we ask you to fill out a registration form and complete a short survey. Every six months, we will also ask you to complete a member check-in survey. This is something all MyTime members do. It happens in May and November each year – your facilitator will tell you more.

What information do you need to provide?

We only collect information with your consent. You can request to access, correct, or withdraw your information at any time.

Registration information is compulsory: You do not have to provide us with your information. However, it is a requirement that all MyTime group members are registered. This means that if you choose not to provide the registration information required by MyTime, you are not able to access the MyTime service.

Survey information is voluntary: While registration is compulsory to take part in MyTime, our member surveys are voluntary. Our surveys are an important part of building proof that MyTime makes a difference, so we encourage you to complete them.–

What information do we collect?

At MyTime, we collect personal and sensitive information. Personal information includes your name, contact details, address, date of birth, gender, education, employment and family. Sensitive information includes racial or ethnic origin and disability information.

Where is information stored?

When you share information with us, it is stored in a secure, restricted-access database that can only be accessed by authorised MyTime staff. Our database is in Australia.

When you fill out a paper form, the form is stored securely until the information is entered into our database by authorised MyTime staff. Paper forms are destroyed once they have been entered into our database. All reasonable steps are taken to protect and secure electronic and paper data.

Do we share information?

MyTime is required to share a small amount of information with our funders, the Department of Social Services. Every 6 months, we submit a report to let our funders know how MyTime is running. **The reports do not include names, addresses, or other identifying information.**

These reports are important because they help us show that MyTime is reaching the people who need it and is making a difference for parents and families. We are only interested in information that helps make MyTime better. We want to know the answers to questions like 'Are MyTime groups accessible to the people who need them most?' and 'What benefits do people get from attending MyTime?'. This means we don't look at information about individual people. Instead, we focus on the bigger picture.

More information

MyTime complies with Australian Privacy Principles (APPs) set out in the Privacy Act 1988.

MyTime's delivery partners have their own privacy policies. Please ask your provider if you would like to access their privacy policy.

MyTime is managed by the Parenting Research Centre. You can contact us at any time to access, correct, or withdraw your information or to provide feedback or make a complaint.

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