Learning Circle Software Privacy Policy

Learning Circle Software ("LCS") helps schools and school service providers use existing student attendance, discipline and academic information to monitor student success and identify potential areas of need from early childhood through high school graduation, ensuring every child has the opportunity to succeed.

LCS is committed to the highest level of protection of student data and personally identifying information at all times. We follow and meet all required privacy laws including, but not limited to, the Family Educational Rights and Privacy Act and the California Student Online Personal Information Protection Act.

Information We Collect

LCS automatically collects certain types of information when users access the Learning Circle website. Such data consists of anonymous information such as a user's web request, number of clicks within the software, how a user interacts with links on the website, webpages that are viewed, and other such information, in order to improve LCS. In addition, LCS collects personally identifiable information, education records and/or directory information of students (together jointly referred to herein as "Student Information") in the form of attendance records, discipline records, academic information and information regarding participation with school service providers. LCS only collects information that is necessary to provide the services described herein.

How We Collect Information

LCS receives Student Information from a participating school district. Such information is uploaded directly to LCS daily utilizing a unique portal for each authorized user.

Disclosure of Student PII

LCS discloses Student Information only to a student's school district and/or a school service provider authorized by the applicable school district. Prior to any disclosure of Student Information to a school service provider, the school district will first obtain written parent/guardian consent for the release of Student Information. Such authorized school service providers will only have access to the Student Information of the students they serve, and the school district will have access to the information about the agencies serving their students. If no written parent/guardian consent is provided by the school district, only aggregate information can be provided to the school service providers. The school district may receive information about the services its students are receiving from school service providers through the Learning Circle.

Individual Student Information and PII collected is never shared with third parties, unless required by court order and only then to the extent necessary to comply with such court order. In the event of such a court-ordered disclosure, notification of such disclosure will be made in accordance with applicable law.

How We Protect Information

LCS resides inside an encrypted network with restricted physical access and permissions. It utilizes industry-standard technology to safeguard the account registration process, sign-in information and data transmitted to LCS. We use unique account identifiers which attribute each user to a specific account so that information is only accessible to designated school and service provider representatives, as determined by the district or service provider. Access to Student Information is limited through unique account credentials to those LCS employees who require it to perform their job functions. LCS utilizes and maintains system unit and integration tests to ensure these privacy controls work as expected.

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LCS stores and processes data in accordance with industry best practices and applicable laws. The collected information is processed and stored in the United States pursuant to U.S. privacy standards. We also have a response plan which includes prompt notification of affected school districts, school service providers in the event of a security or privacy breach of Student Information or other information collected by LCS.

Learning Circle is committed to student privacy and its employees are trained to ensure that Student Information is stored, used, and transmitted securely. This includes appropriate administrative, physical, and technical safeguards to secure data from unauthorized access, disclosure, and use.

How We Use Information
Product related notifications will be sent within the system to keep users informed of important system updates. LCS will never use student PII to directly advertise to students. LCS does not use or disclose Student Information collected for behavioral targeting of advertisements.

How We Delete Information
Student Information is only retained by LCS for the purposes of providing the services offered by LCS. Following termination or deactivation of a school district, school, or school service provider account, LCS may retain student information and content for a reasonable time for backup, archival, or audit purposes. LCS may also maintain anonymized or aggregated data, including usage data, for analytics purposes.

LCS does not ensure the accuracy of Student Information or correct any errors and omissions directly in the system. Such corrections must be made by the school district or school service provider directly. Requests sent to LCS seeking corrections or a copy of records will be forwarded directly to the appropriate school district or school service provider.

Privacy Policy Updates
LCS may update or modify this privacy policy to reflect changes in the way it maintains, uses, or secures collected information. When we do, we will revise the "updated" date at the bottom of this page. Users are encouraged to check this page for any changes to stay informed about how LSC is protecting the collected information. By using LCS, you acknowledge and agree that it is your responsibility to review this privacy policy periodically and become aware of any modifications.

How to Contact Us
If you have any questions about this Privacy Policy, the practices of Learning Circle, or your dealings with Learning Circle, please contact us at:

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This document was updated on October 2, 2020.