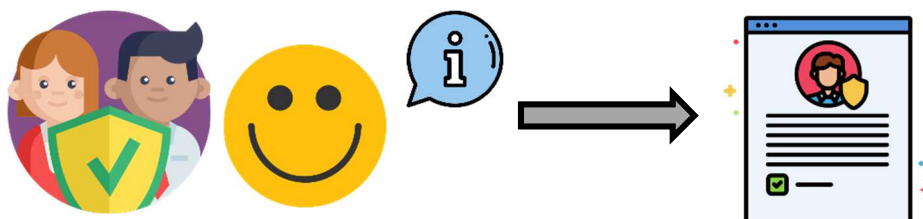


PRIVACY STATEMENT – EASY ENGLISH

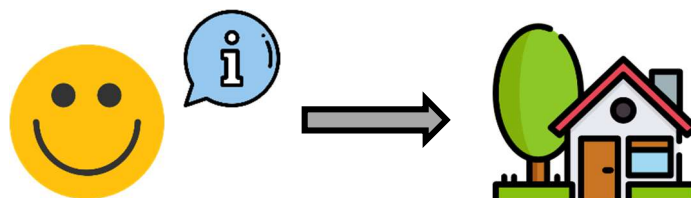
This privacy statement explains your rights and how we manage your personal information.



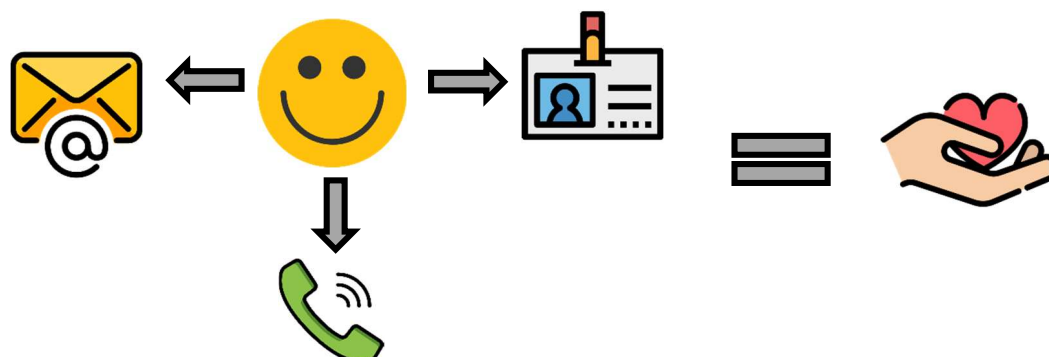
KinKera Community makes sure it does the right thing and must comply with the Privacy Act 1988 and the NDIS Act 2013.



To provide services to you, we need to know certain information about you. We call this Personal Information.

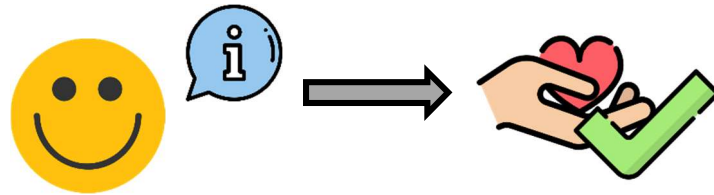


Personal Information includes things like your name, your address, your phone number, your email address.



We need your Personal Information to be able to understand your needs and make

sure our property can meet your needs.



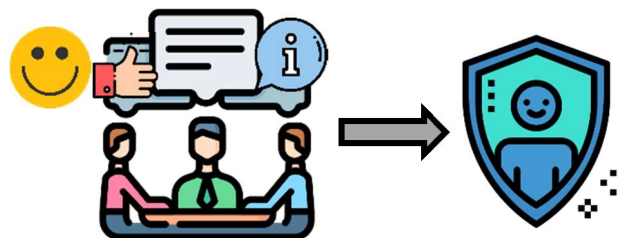
When we ask you for your information, we will tell you why we need the information and how we will use it.



Sometimes, we may need to get information about you from your other support providers.



We may need to give your information to other people. We only do this if we have to, to keep you safe, if you tell us it is ok, or if we have to by law.



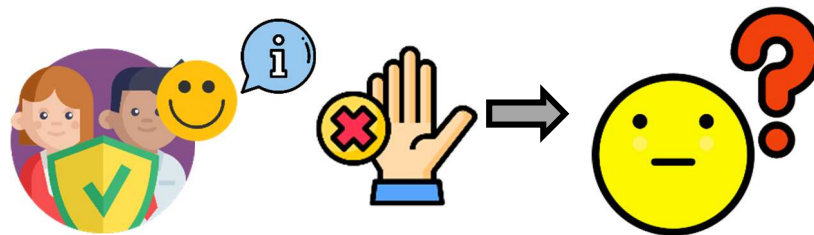
We will keep your information safe. When we don't need your information anymore, we will destroy it.



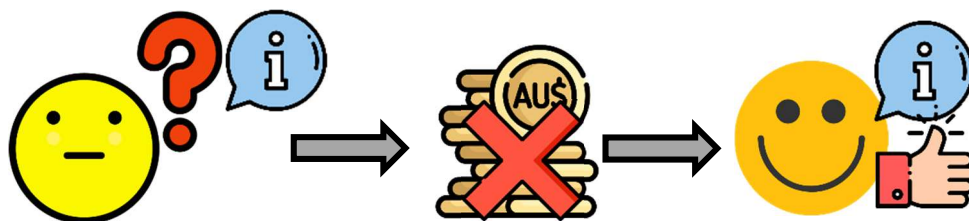
You can have access to your Personal Information that we have. You can ask us to access your information.



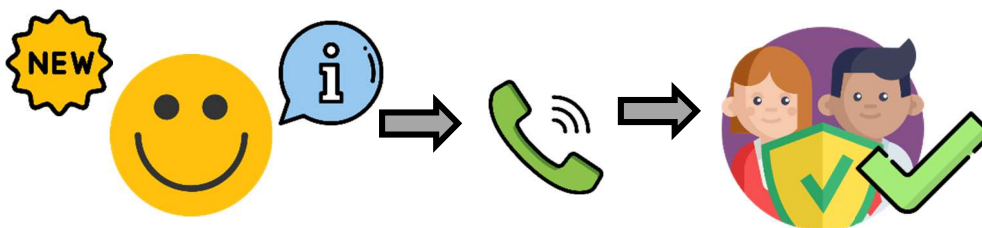
Sometimes we may not be able to give you access to your Personal Information. We will explain to you why if this happens.



We will not charge you any money to access your information and we will try to give you access quickly.



It is important that you tell us if your information changes. If you change your phone number or email address, please tell us. Sometimes we may check with you that your information is correct.



If you are unhappy about how we manage your Personal Information you can make a complaint. You can contact hello@kinkera.com.au or by phone on: 1300 082 353.



DOCUMENT CONTROL

Version No.	Issue Date	Document Owner
1.1	26/07/2021	Adam Yeomans
Version History		
Version No.	Review Date	Revision Description