## **Privacy Policy**

At Summit Academy, we respect your privacy and are committed to protecting your personal information. This Privacy Policy outlines how we collect, store, use, and disclose your personal data in connection with our SMS and email services.

- **1. Information We Collect** We collect the following types of personal information:
  - Name of parent or guardian
  - Email address
  - Phone number

This information is used for the purpose of providing notifications regarding school closings, early dismissals due to weather, and communication between parents and teachers/staff.

- **2. Methods of Data Collection** We collect personal information through signed forms submitted by parents/guardians when their child is enrolled at Summit Academy. These forms include the parent's name, email address, and phone number.
- **3. How We Use Your Data** The personal data we collect is used for:
  - Sending SMS and email notifications about school cancellations or early dismissals due to weather.
  - Facilitating communication between parents and teachers regarding topics such as homework assignments and other school-related matters.
- **4. How We Protect Your Data** We store and maintain personal data as required by the state of Illinois. All personal information is stored securely and protected against unauthorized access. We use industry-standard security practices to ensure the confidentiality of your data.
- **5. Data Sharing** We do not share personal data with third parties. Your information is only used for the purposes described in this Privacy Policy, and we will not disclose your personal data to any third party, except as required by law.
- **6. Your Rights** You have the right to access, correct, or request the deletion of your personal information. If you wish to update or remove your information, please contact us directly at techsupport@roe4.org
- **7.** Contact Information If you have any questions or concerns about our Privacy Policy, please contact us at:

• Email: techsupport@roe4.org

• Phone: 779-771-6392