

ST JOHN VIANNEY SCHOOL ALUMNI ASSOCIATION PRIVACY POLICY

St John Vianney School and its School Board are committed to ensuring the privacy, confidentiality, and security of alumni and former students. This privacy policy describes our information collection practices and explains how we use and protect your personally identifiable information.

Our Mission

St John Vianney School and its School Board has created The **Saint John Vianney School Alumni Association (SJVSAA)** to serve all alumni and former students of Saint John Vianney School. The purpose of the association is to advance the best interests and well-being of Saint John Vianney School by engaging alumni in the life of the institution through communication, events and volunteer opportunities. Membership in the SJVSAA is free and automatically granted to all graduates and former students of Saint John Vianney School.

Why is Personally identifiable Information Collected?

To fulfill our mission, it is important that we maintain a connection with individuals who have an affinity with Saint John Vianney School. SJVSAA processes the personally identifiable information outlined in this privacy policy in pursuit of our legitimate interest in:

- communicating with our constituents;
- providing benefits and services to our constituents and
- furthering our mission of advancing Saint John Vianney School by securing the support of our constituents.

Whose Information is Collected?

- Alumni and former students of Saint John Vianney School.

What Personally Identifiable Information is Collected?

The SJVSAA collects:

- Contact information provided by you –home addresses, phone numbers, email addresses, social media contact information.
- Post graduate information provided by you regarding high school and upper education
- Employment information provided by you—company names and veteran and military status
- Alumni information—event attendance, volunteer interests and activities, organization affiliations, committee participation, awards and honors, attitudes, and preferences
- Correspondence—copies of correspondence, as well as records of our individual discussions with you

How is Personally Identifiable Information Collected?

A significant portion of the personally identifiable information we maintain is that which you have provided to us, either by updating your profile online through our web site, registering for an event, or otherwise communicating with us. Specific sources include:

- Self-provided information via phone, web page or through personal contact
- Event registrations
- U.S. postal records
- Public social media profiles
- Responses to emails sent from the SJVSAA

What is Done with Collected Information?

Collected personally identifiable information is used only for SJVSAA purposes to advance our mission of engagement and service to our constituents and to advance the mission of Saint John Vianney School, including:

- Contact you with updates and information from the school and the SJVSAA
- Send you invitations to events and activities
- In pursuing our legitimate interest, we may contact you by telephone, email or post. At any time, you can request the SJVSAA no longer use your personally identifiable information to contact you. In addition, you may state your preferences in the way we contact you and for what purposes. You may opt out of a specific form of communication at any time.

Who has Access to Collected Personally Identifiable Information?

SJVSAA administrative employees and School Board members who are required to comply with our privacy policies and sign a confidentiality statement, which informs them on the proper use and protection of your data.

How Long is Information Retained?

We value our relationship with our former students and consider it to be a lifelong connection. This means that we will maintain a record for you until such time as it is no longer useful or you request otherwise.

Additional Information:

Questions concerning this privacy policy or requests concerning your personally identifiable information/personal information may be addressed as follows;

By telephone: 808-261-4651 By e-mail: admin@sjvkailua.org

By regular mail: Saint John Vianney School

940 Keolu Drive

Kailua, HI 96734

Amendments:

The SJVSAA may change this [Privacy Policy](#) from time to time.

This policy was last updated in September 2023.