

Content Disclaimer & Privacy Policy

**Youth Services Bundaberg, P O Box 1743 Bundaberg.
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(ABN 657 203 46304)**

Acknowledgement

" Bundaberg Area Youth Service Inc. would like to gratefully acknowledge YAPA, Relationships Australia Inc. , Save The Children, Community Solutions, Coral Coast Multicultural Community Group and Bridges Clubhouse Inc. our Community Partners in providing additional resources developed for this site and our resources.

Content has been sourced , created and developed by the Members of the Youth Management Team , Aiden Boyd and our valued Volunteers."

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Permitted Use and Copyright

The information on this web site is the property of Bundaberg Area Youth Service Incorporated (ABN 657 203 46304) also Trading as Youth Services Bundaberg unless specifically stated to be otherwise.

Material from this website may be reproduced free of charge for personal, non-commercial use, provided it is reproduced accurately, not used in a misleading context and attributed to Youth Services Bundaberg.

Where any material is being republished or used for commercial purposes, the source of material must be identified, permission sought and the copyright status acknowledged. The permission to reproduce copyright protected material does not extend to any material on this site, which is identified as being the copyright of a third party. Authorisation to reproduce such material must be obtained from the copyright holders concerned.

Content Disclaimer

The material on this website has been designed for general education and information, and is intended as a general guide only. It is not intended to replace professional counselling nor is it intended to inform on all issues that might arise in relationships or issues facing young people,

their families and carers. No person or organisation should act on the basis of the information on this website without taking appropriate advice.

The information on this website is liable to change, and although we attempt to ensure that the content is current and correct, we do not guarantee its currency as there may be delays, errors or omissions. Bundaberg Area Youth Service Incorporated reserves the right to make modifications of any nature to the information or tools on this web site.

Virus Protection

Youth Services Bundaberg makes every effort to check and test material for viruses. However, it is recommended that you run an anti-virus program on all material downloaded from the Internet. Bundaberg Area Youth Service Inc. - (Youth Services Bundaberg) cannot accept any responsibility for any loss, disruption or damage to your data or your computer system, which may occur whilst using material derived from this web site.

Web Site Links Guidelines and Policy

Youth Services Bundaberg is not responsible for the content or reliability of external websites which are linked to from this website. Links should not be taken as an endorsement of any kind. We cannot guarantee that these links will work at all times and we have no control over the availability of linked pages.

Following are the guidelines that apply to the creation and management of web site links appearing on the Youth Services Bundaberg web site and other web sites. They apply to the following three situations:

1. Linking from our web site to another web site;
2. Linking from another web site to our web site; and
3. Reciprocal links between our web site and another web site.

General Guidelines

We, Bundaberg Area Youth Service Incorporated also Trading as Youth Services Bundaberg, will only authorise linking to our web site or linking from our web site to another web site **IF** it supports our **Vision, Mission, Goals, Ethics, Philosophy and Values**.

We will **NOT** authorise linking to our web site from another web site nor will we link to another web site IF we consider that web site is inappropriate for viewing by a general audience, or that it contains or promotes any of the following:

- Pornography or links to pornography web sites
- Obscene material
- Offensive or negative content
- Hatred
- Racist information
- Violence
- Pop-up advertising windows on entry or exit
- Spamming, scams, hacking or piracy
- Other inappropriate content as recognised from time to time

We reserve the right to refuse any link submitted for placement on our web site. We will only link to another web site where it meets our guidelines and we will endeavour to seek the owner organisation's permission to show their link.

We reserve the right to refuse a request to place a link to our web site on another web site if that web site has content that is not fitting or appropriate to our philosophy and values.

Collection of information

Bundaberg Area Youth Service Incorporated adheres to the Information Privacy Principles as outlined in the Privacy Amendment (Private Sector) Act 2000.

This page explains the type of information that is collected by Youth Services Bundaberg, how such information is used, and under what circumstances and to whom it may be disclosed. If you have any privacy concerns, you should direct them to the Management Committee or by writing to:

The Secretary, Bundaberg Area Youth Service Inc. P O Box 1743, Bundaberg Q 4670

We will be fair in the way we collect information from you. We will tell you who we are, what type of information we hold about you and how we intend to use it.

Use and Disclosure

We will only use or disclose information about you in ways that are consistent with your expectations.

Data Quality and Security

Youth Services Bundaberg ensures that all personal information collected is securely stored and safe from misuse, loss, unauthorised access, modification or disclosure. We have in place comprehensive policies and procedures for information to be kept confidential and meet National Privacy Principles. Staff are trained and conversant with the codes of conduct about privacy.

Privacy on the Internet

On the Youth Services Bundaberg website, our Internet Service Provider makes a record of your visit and logs the following information for statistical purposes - the user's server address, the user's top level domain name (eg. .com, .gov, .au, .uk etc), the date and time of visit to the site, the pages accessed and documents downloaded, the previous site visited, and the type of browser used. No attempt will be made to identify anonymous users or their browsing activities except, in the unlikely event of an investigation, where a law enforcement agency may exercise a warrant to inspect the Internet Service Provider's logs.

Your Email Address

Youth Service Bundaberg will only record your email address in the event that you send a message via a web page request or email or if you register request update eNewsletter notifications. If you do not want your email address to be recorded by Youth Services Bundaberg you can send postal mail to:

P O Box 1743 Bundaberg Q 4670

Your email address and/or your postal addresses will only be used for the purpose for which you have provided them and they will not be added to any mailing lists, or used or disclosed for any other purpose, without your prior written consent.

The Internet is an insecure medium and users should be aware that there are inherent risks transmitting information across the Internet. Information submitted encrypted via email or web forms may be at risk of being intercepted, read or modified. If you do not wish to email or send an online form to Youth Services, you can send mail by post. Please see our Contact Details.

Our website contains links to other sites. Youth Services Bundaberg is not responsible for the privacy practices or the content of such web sites.

Anonymity

If we can (and you want us to), we will deal with you anonymously.

A Further Point About Privacy

We understand that information collected about yourself and personal relationships is important to you. Our staff work with young people and families on a range of issues affecting their lives. We realise this information can sometimes be sensitive. We take our commitment to privacy legislation seriously and provide quality confidential services to the Bundaberg community.

For comments, content or corrections to this web site, please email the Website Administrator administration@youthservices.com.au