

# Website Privacy Statement

We at Canyon Rim Academy value your privacy. We use the minimal extent of information we need to provide you with services you requested, we safeguard your data and we do not monetize it or improperly share it. This Privacy Policy Statement is provided by Canyon Rim Academy in compliance with Utah Code Section 63D-2-103.

We are committed to protecting your privacy. This Statement explains how we handle your information when you visit this webpage. We want you to understand how your data may be collected, used, and secured.

CRA operates this website. If you have any questions or concerns, please reach out to us at:

- Phone: 801 474-2066
- Email: sabraham@canyonrimacademy.org
- Our administrative contact is Colleen Mitchell, and she can be reached at <u>cmitchell@canyonrimacademy.org</u>

#### Here Is What We Collect

These applications *may* ask for permission to use or access the following:

- Personal Information, such as name, age, home address, phone number, email address, User ID, or any information you are prompted to provide to use the mobile app platform
- GPS services to provide location-based features or services
- Contacts to store or retrieve contact information within the application
- Internet access to enable communication with servers and provide online functionality
- Calendar access to store or set events within the application.
- External storage access to save and retrieve images, downloads, or other related files (photos)
- Notifications to send you relevant alerts, updates, or messages
- Personal Information in order to access free/reduced lunch

### How We May Use Your Data

- To respond to your inquiries
- To provide services or materials you request
- To operate and understand how services are utilized
- To maintain our contact list
- To provide business services for which the information is intended
- To assess the effectiveness of our events, campaigns, and publications
- For information processing that is reasonably appropriate or necessary within our legal obligations

# **Disclosure Practices**

At Canyon Rim we value your privacy. We only share your information when necessary. Here's how we handle disclosures:

Because CRA is a state institution, some information collected from CRA's website and CRA's mobile application may be subject to the Government Records Access and Management Act ("GRAMA"), Utah Code Section 63G-2-101 et seq. In addition, Canyon Rim may disclose information to third parties when such disclosure is required or permitted by law.

If an appropriate request is made to CRA for information that is subject to disclosure under GRAMA and not made confidential elsewhere in the Utah Code, CRA may be required to disclose the information requested, even if it may include your personally identifiable information.

All records that are prepared, owned, received, or retained by a governmental entity that may be reproduced by certain means are considered public, unless they are private, controlled, or protected, as outlined in GRAMA, or are records to which access is restricted according to court rule, other State law, federal law, or federal regulation.

Information that is generally considered public record under GRAMA and not made confidential elsewhere in the Utah Code or by federal law, may be subject to electronic access through the CRA website. Personally Identifiable Information (PII) is not a classification of records under GRAMA.

Information about GRAMA can be found on the Utah State Legislature website.

# **Access and Corrections**

You have the right to access and correct your personal information. You can request to have your information updated, changed, or accessed directly.

Here's how you can do it: Contact Shawnette Abraham at <a href="mailto:sabraham@canyonrimacademy.org">sabraham@canyonrimacademy.org</a>

#### **Keeping Your Information Secure**

At CRA the protection of your personal information is important. We have taken adequate measures to protect it. Here's how we ensure your data stays safe:

CRA uses reasonable measures to safeguard personal information collected on its sites depending on its sensitivity. In order to prevent unauthorized access or disclosure, we have suitable physical, technical, and administrative controls and procedures to safeguard the information we collect online. Our measures follow applicable laws regarding the safeguarding of information under our control. However, no information system can be 100 percent secure.

CRA is not responsible for the security of information you transmit to us over networks that we do not control, including the Internet, email systems, and wireless networks. Moreover, you are responsible for protecting your username and password and for selecting strong passwords. We retain the information we collect online no longer than as reasonably necessary to fulfill the purposes for which we collect the information and to comply with our legal obligations.

#### **Notes on Records Classification**

Personally identifiable information is not classification of records under *Utah Code* Section 63G, Chapter 2, Government Records Access and Management Act.

Access to government records is governed by *Utah Code* Section 63G, Chapter 2, Government Records Access and Management Act.

We want you to feel comfortable using our services, knowing that your privacy is respected and protected. We welcome your feedback on this notice, which is reviewed annually.