

Privacy Policy
Updated August 2026

Policy principles

1. This Policy will be made publicly available.
2. Studio One is committed to the Australian Privacy Legislation and this policy describes how it will comply with the:
 - (a) Commonwealth Privacy Act 1988,
 - (b) Privacy Amendment (Enhancing Privacy Protection) Act 2012,
 - (c) Data Provision Requirements 2012
 - (d) Australian Privacy Principles (APP)in the way it collects, uses, secures and discloses personal information.

Data Collection on Website

3. Studio One lawfully collects personal information that is necessary both for appropriate marketing and promotional information sent to potential clients, and the marketing and promotion of products and services of third parties elected by Studio One for the purpose disclosed at the time of collection and other purposes set out in this Privacy Policy.
4. By providing the limited personal information on Studio One's website, any other website promoting our products and services, or through other means, clients and potential customers agree to allow Studio One and other third parties elected by Studio One to send out marketing materials including, but not limited to their promotions and special offers, product information, information about services, newsletters, and other forms of communication from time to time.
5. We will disclose basic information that we gather about our staff or students only to third parties that we elect as having potentially relevant or useful products and services to them. We use the information collected only for the services we provide and the third parties we elect. Email addresses, phone numbers, product enquiry information, and first and last names may be shared with a third party elected by Studio One however no other staff or student information is shared with another organisation unless required by Commonwealth and State Government authorities and agencies.

Feedback, Complaints and Appeals

6. Studio One ensures the privacy of complainants and the confidentiality of information included in a complaint. Studio One also ensures the privacy and confidentiality of all parties involved in appeals.

Use and Disclosure

7. By providing personal information to Studio One on the website, any other website promoting our products and services, or through other means, clients and potential customers agree to allow Studio One and other third parties elected by Studio One to send out marketing materials including, but not limited to their promotions and special offers, product information, information about services, newsletters, and other forms communication from time to time.
8. Individuals are notified every time Studio One obtains information. Notification may be done prior to the respective channel/s, such as the website or fill-out forms, where the individual

discloses relevant information prior to or immediately after data collection. The individual may opt to refuse requests for personal information through the channel where information is being obtained.

9. Studio One uses the limited information collected for either marketing and promoting our products and services, or marketing and promotion of the products and services of third parties elected by Studio One, for the purpose disclosed at the time of collection and other purposes as set out in this Privacy Policy. Studio One will not use personal information for any other purpose without first seeking consent, unless authorised or required by law.
10. Generally, Studio One will only use and disclose personal information:
 - (a) To establish and maintain the relationship to Studio One;
 - (b) To promote and market its products and services;
 - (c) To provide the products and services requested from Studio One and other learning providers in which you enrol or apply to enrol;
 - (d) To promote and market the products and services of third parties elected by Studio One that may have products and services of interest to clients and potential customers;
 - (e) To administer and manage those products and services; and/or
 - (f) To comply with Commonwealth and State Government laws and regulations.
11. Studio One will only use or disclose personal information for direct marketing purposes where the individual has either consented to their personal information being used for direct marketing or has a reasonable expectation that their personal information will be used for this purpose, and conditions relating to opt-out mechanisms are met.
12. Students have the option to request no further contact from Studio One or one of Studio One's elected third parties by clicking the "UNSUBSCRIBE" link provided on emails received or emailing info@studioonehub.com.au requesting that they be unsubscribed.

Data Quality

13. We will ensure that personal information is accurate, complete and up to date. Clients and participants are encouraged to help us keep their personal information accurate, complete and up to date by contacting and informing us of any changes.

Correction of Records

14. Studio One follows reasonable steps to correct information, without additional charge and within 10 business days of request, to ensure that information held serves its purpose, that it is accurate, up-to-date, complete, relevant and not misleading.
15. Studio One may initiate amendment of personal information held if:
 - (a) Studio One is satisfied that the information held is inaccurate, out-of-date, incomplete, irrelevant or misleading.
 - (b) The individual to whom the personal information relates requests the organisation to correct the information.
 - (c) If Studio One corrects personal information about an individual that it has previously disclosed to another APP entity, Studio One will take reasonable steps to notify the

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other APP entity of the correction, where that notification is requested by the individual and will likewise notify other entities.

16. Where Studio One refuses to correct personal information of an individual, we will send a written notice to the individual requesting the amendment indicating the reason for refusal, the mechanism available to complain about the refusal and any other matter prescribed by regulation. Studio One will likewise indicate in its records that the information held is inaccurate, out-of-date, incomplete, irrelevant or misleading in a way that is apparent to the users of the information.