

## What do you need to do?

You are not required to do anything. Your school is responsible for providing the requested details to the department, however, you may wish to ensure that your school has the most up-to-date and correct details for your family.

## Contacts for further information

Your school can provide additional information about the process of the address collection.

If you have any further questions regarding the collection, you can contact the department by:

Email: <a href="mailto:seshelpdesk@education.go">seshelpdesk@education.go</a>
P41 5hone (free call): SES helpdesk on 100 677 027 (Option 4

The department's privacy policy is available on the department's website at <a href="www.education.go">www.education.go</a>. The privacy policy contains infoation about:

how individuals can access and seek correction of the personal information held by the department; how complaints about breaches of the