

Early Learning Information (ELI) system Principles of Use

<p>Principle 1: Shared Responsibility</p> <p>The Ministry of Education (the Ministry) and the early childhood education (ECE) sector share responsibility for information collected in the ELI system.</p>	<ul style="list-style-type: none"> • The Ministry is responsible for using the information to enable the Secretary for Education or the Minister of Education to exercise their powers or carry out their responsibilities under the Act and as permitted by Privacy Principles 10 and 11. • The ECE service provider contact agrees to take responsibility for the standard of all information confirmed to the Ministry through ELI.
<p>Principle 2: Accuracy & Access</p> <p>To meet the purposes for which ELI information is collected, information submitted should be authenticated as accurate by the service provider.</p>	<ul style="list-style-type: none"> • Information submitted to ELI will be confirmed as accurate by the ECE service provider contact or delegated representative – to the best of their knowledge. • ECE service providers can review all information submitted to ELI through ELI Reports. • For reporting purposes, the Ministry will treat information that has been confirmed as accurate.
<p>Principle 3: Clarity on information required and its purposes</p>	<ul style="list-style-type: none"> • The Ministry agrees to clearly state information requirements for the ELI system and the purposes for the information collected. • The ECE service provider agrees to meet the stated information requirements.
<p>Principle 4: Up-to-date information</p>	<ul style="list-style-type: none"> • The ECE service provider agrees to confirm information in ELI within the required timeframes. • The Ministry will consult and give sufficient warning to sector representatives of any change to timeframe requirements.
<p>Principle 5: The ability to correct errors</p> <p>From time to time, information may need to be corrected. This need is accepted and supported by the ELI system.</p>	<ul style="list-style-type: none"> • The Ministry will approach the ECE service provider first when a potential error is identified. • When an error is established with the service provider, the service provider will correct the information to the best of their abilities. • The service provider will have the ability to make corrections to the information submitted to ELI, and may, if necessary, make corrections to the information submitted to ELI at any time.
<p>Principle 6: Limits on ELI Use</p>	<ul style="list-style-type: none"> • All personal information submitted to ELI is subject to the provisions of the Privacy Act and will be used by the Ministry for the purposes specified to ECE service providers and parents. (These purposes are outlined under Principle 1). • Subject to any funding conditions set under section 548(5) of the Education and Training Act 2020, any changes to the information collected, or the use of the information collected in ELI will involve consultation with the ECE sector and where appropriate notification to parents through an update to the privacy statement on the enrolment agreement. • ECE service providers will limit the use of the ELI system (including the National Student Index) to authorised persons for the purposes of submitting accurate information to the Ministry. • ECE service providers will ensure they meet their obligations for the treatment of personal information under the Privacy Act.
<p>Principle 7: Improving interaction between the ECE sector and the Ministry of Education</p>	<ul style="list-style-type: none"> • The ELI system ensures the ECE sector can submit information to the Ministry easily and online.