

Privacy Policy for Schoolpal

Privacy Policy

Last updated: August 09, 2024

This Privacy Policy describes Our policies and procedures on the collection, use and disclosure of Your information when You use the Service and tells You about Your privacy rights and how the law protects You. We use Your Personal data to provide and improve the Service. By using the Service, You agree to the collection and use of information in accordance with this Privacy Policy.

Interpretation and Definitions

Interpretation

The words of which the initial letter is capitalized have meanings defined under the following conditions. The following definitions shall have the same meaning regardless of whether they appear in singular or in plural.

Definitions

For the purposes of this Privacy Policy:

- **Account** means a unique account created for You to access our Service or parts of our Service.
- **Affiliate** means an entity that controls, is controlled by or is under common control with a party, where "control" means ownership of 50% or more of the shares, equity interest or other securities entitled to vote for election of directors or other managing authority.
- **Application** refers to Schoolpal, the software program provided by the Company.
- **Company** (referred to as either "the Company", "We", "Us" or "Our" in this Agreement) refers to info@inlack.com, Gilshan, Dhaka-1212.
- **Country** refers to: Bangladesh
- **Device** means any device that can access the Service such as a computer, a cellphone or a digital tablet.
- **Personal Data** is any information that relates to an identified or identifiable individual.
- **Service** refers to the Application.
- **Service Provider** means any natural or legal person who processes the data on behalf of the Company. It refers to third-party companies or individuals employed by the Company to facilitate the Service, to provide the Service on behalf of the Company, to perform services related to the Service or to assist the Company in analyzing how the Service is used.
- **Usage Data** refers to data collected automatically, either generated by the use of the Service or from the Service infrastructure itself (for example, the duration of a page visit).

- **You** means the individual accessing or using the Service, or the company, or other legal entity on behalf of which such individual is accessing or using the Service, as applicable.

Collecting and Using Your Personal Data

Types of Data Collected

Personal Data

While using Our Service, We may ask You to provide Us with certain personally identifiable information that can be used to contact or identify You. Personally identifiable information may include, but is not limited to:

- Email address
- First name and last name
- Phone number
- Usage Data

Usage Data

Usage Data is collected automatically when using the Service.

Usage Data may include information such as Your Device's Internet Protocol address (e.g. IP address), browser type, browser version, the pages of our Service that You visit, the time and date of Your visit, the time spent on those pages, unique device identifiers and other diagnostic data.

When You access the Service by or through a mobile device, We may collect certain information automatically, including, but not limited to, the type of mobile device You use, Your mobile device unique ID, the IP address of Your mobile device, Your mobile operating system, the type of mobile Internet browser You use, unique device identifiers and other diagnostic data.

We may also collect information that Your browser sends whenever You visit our Service or when You access the Service by or through a mobile device.

Use of Your Personal Data

The Company may use Personal Data for the following purposes:

- **To provide and maintain our Service**, including to monitor the usage of our Service.
- **To manage Your Account:** to manage Your registration as a user of the Service. The Personal Data You provide can give You access to different functionalities of the Service that are available to You as a registered user.
- **For the performance of a contract:** the development, compliance and undertaking of the purchase contract for the products, items or services You have purchased or of any other contract with Us through the Service.
- **To contact You:** To contact You by email, telephone calls, SMS, or other equivalent forms of electronic communication, such as a mobile application's push notifications regarding updates or

informative communications related to the functionalities, products or contracted services, including the security updates, when necessary or reasonable for their implementation.

- **To provide You** with news, special offers and general information about other goods, services and events which we offer that are similar to those that you have already purchased or enquired about unless You have opted not to receive such information.
- **To manage Your requests:** To attend and manage Your requests to Us.
- **For business transfers:** We may use Your information to evaluate or conduct a merger, divestiture, restructuring, reorganization, dissolution, or other sale or transfer of some or all of Our assets, whether as a going concern or as part of bankruptcy, liquidation, or similar proceeding, in which Personal Data held by Us about our Service users is among the assets transferred.
- **For other purposes:** We may use Your information for other purposes, such as data analysis, identifying usage trends, determining the effectiveness of our promotional campaigns and to evaluate and improve our Service, products, services, marketing and your experience.

We may share Your personal information in the following situations:

- **With Service Providers:** We may share Your personal information with Service Providers to monitor and analyze the use of our Service, to contact You.
- **For business transfers:** We may share or transfer Your personal information in connection with, or during negotiations of, any merger, sale of Company assets, financing, or acquisition of all or a portion of Our business to another company.
- **With Affiliates:** We may share Your information with Our affiliates, in which case we will require those affiliates to honor this Privacy Policy. Affiliates include Our parent company and any other subsidiaries, joint venture partners or other companies that We control or that are under common control with Us.
- **With business partners:** We may share Your information with Our business partners to offer You certain products, services or promotions.
- **With other users:** when You share personal information or otherwise interact in the public areas with other users, such information may be viewed by all users and may be publicly distributed outside.
- **With Your consent:** We may disclose Your personal information for any other purpose with Your consent.

How do we process information?

- **Inventory Management:** Efficiently track and manage polytechnic inventory, ensuring all supplies and equipment are accounted for and properly distributed. This module helps in maintaining optimal stock levels and facilitates easy audits and reporting.

- **Parent and Guardian Portal:** Facilitate communication between the institute and parents/guardians, providing updates on student progress, attendance, and events. This portal enhances engagement and keeps parents informed about their child's academic journey.
- **Card Management:** Oversee the issuance and management of student and staff ID cards. This system ensures secure and efficient identification within the institute, integrating with access control systems and attendance tracking.
- **Academic Management:** Plan and manage academic schedules, course curricula, practical sessions, and student assessments. This module supports educators in organizing their teaching plans and monitoring student performance effectively.
- **Homework Management:** Streamline the assignment and submission of homework. This feature allows teachers to assign homework digitally, and students can submit their work online, making the process more efficient and reducing paperwork.
- **Bulk SMS and Email:** Communicate important information quickly and efficiently to students, parents, and staff through bulk SMS and email notifications. This feature is crucial for disseminating urgent updates, event reminders, and announcements.
- **Student Accounting:** Manage student fee payments, generate invoices, and track outstanding balances. This module ensures financial transparency and simplifies the process of fee collection and reconciliation.
- **Office Accounting:** Handle the financial operations of the institute, including budgeting, expense tracking, and financial reporting. This comprehensive accounting system supports the administrative staff in maintaining accurate financial records.
- **Attendance Management:** Automate the tracking of student and staff attendance. This system supports biometric and RFID-based attendance, ensuring accurate and timely recording of attendance data.
- **Reception Management:** Manage visitor logs and reception duties seamlessly, ensuring smooth operation for front desk staff. This module enhances security and visitor management within the institute.
- **Admission Process:** Simplify the student admission process with automated workflows, document verification, and status tracking. This system supports both online and offline admissions, making the process efficient and user-friendly.
- **Dashboard for All Branches and Departments:** Provide a consolidated view of operations across multiple branches and departments, enabling centralized management. This dashboard offers real-time insights and analytics, supporting informed decision-making.
- **Live Classroom & Virtual Classroom:** We have live classroom and virtual classroom opportunity at the school management app, But this module is currently in a hold for some use cases. The module is just to see the report, routine and schedule of teachers, and overview teacher performance.

- **Pre-launch Reports and App Stability** We are committed to providing a seamless user experience. To ensure our app meets the highest standards of functionality:
 - We will fix all broken experiences within our app, addressing any non-responsive icons or buttons.
 - We will use pre-launch reports provided by tools like the Google Play Console to check for app stability, identifying and resolving any issues that may cause the app to crash, freeze, or otherwise function abnormally.

Live Classrooms:

- **Real-Time Interaction:** Teachers can conduct live lessons through video conferencing tools integrated within the school management system. Students can join these sessions from anywhere, enabling uninterrupted learning despite geographical barriers.
- **Interactive Features:** The virtual classroom includes features such as live chat, screen sharing, and digital whiteboards, allowing teachers to explain concepts effectively and engage students in the learning process.
- **Attendance Tracking:** The system automatically records attendance when students join live sessions, making it easy for educators to monitor participation and engagement.
- **Recording and Playback:** Sessions can be recorded and stored within the system, giving students the opportunity to review lessons at their convenience, which is particularly useful for revising complex topics or catching up on missed classes.
- **Assignment and Feedback:** Teachers can assign tasks during or after the live session and provide immediate feedback, fostering a more interactive and responsive learning environment.
- **Integration with School Calendar:** Live classes are scheduled in alignment with the school's timetable and calendar, ensuring that all students and teachers are notified in advance and can plan accordingly.
- **Parent and Guardian Access:** Parents can also be given access to monitor their child's participation in live classrooms, ensuring transparency and involvement in their child's education.

This feature is essential in modern educational environments, supporting hybrid learning models and ensuring continuity of education in various circumstances.

Our app does not install correctly, loads successfully, and is fully responsive, ensuring a reliable and efficient user experience. We continuously monitor and update our app to comply with the Broken Functionality policy and maintain high performance standards.

Retention of Your Personal Data

The Company will retain Your Personal Data only for as long as is necessary for the purposes set out in this Privacy Policy. We will retain and use Your Personal Data to the extent necessary to comply with our legal obligations (for example, if we are required to retain your data to comply with applicable laws), resolve disputes, and enforce our legal agreements and policies.

The Company will also retain Usage Data for internal analysis purposes. Usage Data is generally retained for a shorter period of time, except when this data is used to strengthen the security or to improve the functionality of Our Service, or We are legally obligated to retain this data for longer time periods.

Transfer of Your Personal Data

Your information, including Personal Data, is processed at the Company's operating offices and in any other places where the parties involved in the processing are located. It means that this information may be transferred to — and maintained on — computers located outside of Your state, province, country or other governmental jurisdiction where the data protection laws may differ than those from Your jurisdiction.

Your consent to this Privacy Policy followed by Your submission of such information represents Your agreement to that transfer.

The Company will take all steps reasonably necessary to ensure that Your data is treated securely and in accordance with this Privacy Policy and no transfer of Your Personal Data will take place to an organization or a country unless there are adequate controls in place including the security of Your data and other personal information.

Delete Your Personal Data

You have the right to delete or request that We assist in deleting the Personal Data that We have collected about You.

Our Service may give You the ability to delete certain information about You from within the Service.

You may update, amend, or delete Your information at any time by signing in to Your Account, if you have one, and visiting the account settings section that allows you to manage Your personal information. You may also contact Us to request access to, correct, or delete any personal information that You have provided to Us.

Please note, however, that We may need to retain certain information when we have a legal obligation or lawful basis to do so.

Disclosure of Your Personal Data

Business Transactions

If the Company is involved in a merger, acquisition or asset sale, Your Personal Data may be transferred. We will provide notice before Your Personal Data is transferred and becomes subject to a different Privacy Policy.

Law enforcement

Under certain circumstances, the Company may be required to disclose Your Personal Data if required to do so by law or in response to valid requests by public authorities (e.g. a court or a government agency).

Other legal requirements

The Company may disclose Your Personal Data in the good faith belief that such action is necessary to:

- Comply with a legal obligation
- Protect and defend the rights or property of the Company
- Prevent or investigate possible wrongdoing in connection with the Service
- Protect the personal safety of Users of the Service or the public
- Protect against legal liability

Security of Your Personal Data

The security of Your Personal Data is important to Us, but remember that no method of transmission over the Internet, or method of electronic storage is 100% secure. While We strive to use commercially acceptable means to protect Your Personal Data, We cannot guarantee its absolute security.

Children's Privacy

Our Service does not address anyone under the age of 13. We do not knowingly collect personally identifiable information from anyone under the age of 13. If You are a parent or guardian and You are aware that Your child has provided Us with Personal Data, please contact Us. If We become aware that We have collected Personal Data from anyone under the age of 13 without verification of parental consent, We take steps to remove that information from Our servers.

If We need to rely on consent as a legal basis for processing Your information and Your country requires consent from a parent, We may require Your parent's consent before We collect and use that information.

Links to Other Websites

Our Service may contain links to other websites that are not operated by Us. If You click on a third party link, You will be directed to that third party's site. We strongly advise You to review the Privacy Policy of every site You visit.

We have no control over and assume no responsibility for the content, privacy policies or practices of any third party sites or services.

Changes to this Privacy Policy

We may update Our Privacy Policy from time to time. We will notify You of any changes by posting the new Privacy Policy on this page.

We will let You know via email and/or a prominent notice on Our Service, prior to the change becoming effective and update the "Last updated" date at the top of this Privacy Policy.

You are advised to review this Privacy Policy periodically for any changes. Changes to this Privacy Policy are effective when they are posted on this page.

Contact Us

If you have any questions about this Privacy Policy, You can contact us:

- By email: info@inflack.com

- By visiting this page on our website: <https://inflack.com/>
- By phone number: +88017 7775 0933