



Web Privacy Policy

Effective Date: May 15, 2020

1. OVERVIEW

This Web Privacy Policy (“Policy”) applies to <https://www.ignitelearningacademy.com/> (our “Website”). This Policy describes our collection, use, and disclosure of personal information through our Website. While this Policy broadly describes the practices we have adopted, local laws vary and some jurisdictions may place restrictions on our collection, use, or disclosure of personal information. Our actual practices in such jurisdictions may be more limited than those described in this Policy to comply with local requirements.

This Policy does not apply to student information or <https://sis.ignitelearningacademy.com/> (our “Student Portal”). We handle such information in accordance with our Educational Privacy Policy. Further, for information about our handling of Children’s information, see our Children’s Privacy Policy, which supplements and supersedes this Policy with respect to information collected from children under the age of 13.

BY ACCESSING OR USING OUR WEBSITE OR SUBMITTING INFORMATION TO US, OR BY REGISTERING ON OUR WEBSITE AFTER BEING PROVIDED THIS POLICY, YOU UNDERSTAND AND CONSENT TO OUR USE OF YOUR INFORMATION AS DESCRIBED HEREIN.

2. INFORMATION WE COLLECT

Ignite Learning Academy collects basic contact information through our Website when you request information or fill out an inquiry or enrollment form. When submitting information through our website, you may be asked to enter and provide the following information: name, email address, phone number, and other information (“Your Info”). Submitting this information is optional, however the site still collects certain use information as described in more detail below (“Use Info”).

By its nature, our Website automatically collects Use Info. In order for you to view or interact with our Website, we receive individual identifiers like your IP address, some network information like date and time of pages visited, and information about your browser and computer. We collect this personal information automatically using cookies or other tracking technologies, described in more detail in the cookies section below. The personal information automatically collected may be collected by or on behalf of third parties who provide us inferences or reporting based on analysis of such personal information.

3. HOW WE SHARE INFORMATION

Other than as described in the cookies section below, we only disclose personal information as necessary to provide our Website and educational products and services.

4. COOKIES AND OTHER TRACKING TECHNOLOGIES

The tracking technologies we utilize include the following, which may collect information about consumers' online activities over time and across different websites when a consumer uses the Website:

Cookies. We may use different types of cookies when providing the Website. If you do not know what cookies are, or how to control or delete them, then we recommend you visit www.aboutcookies.org for detailed guidance. Cookies allow us to identify and authenticate visitors, track aggregate behavior, and enable important features. We use both session ID cookies and persistent cookies. Session ID cookies are used to maintain your browser state as you browse through the Website, and they expire when you close your browser. A persistent cookie remains on your hard drive for an extended period, and we use that to identify you should you return to the Website and want to find information you had previously entered or accessed.

We also contract with analytics providers, third-party affiliates, and third-party advertising companies to collect similar information. These cookies allow the ad servers to recognize your computer each time they send you an online advertisement and compile information about you or others who use your computer. This information allows ad networks to, among other things, deliver targeted advertisements that they believe will be of most interest to you.

You may disable cookies through your web browser. For information about opting out of these methods of collection, please see Section 5 below.

Web Beacons/Tags. We automatically collect aggregate anonymous information through files embedded in our Website and emails known as "web beacons." We may deliver a web beacon to you through our Website from an advertising network with which we have contracted. Web beacons allow third parties to provide anonymized and aggregated auditing, research, and reporting for us. Web beacons also allow us to verify our email messages have been sent in a format users can read, and they tell us whether emails have been opened to ensure that we are sending messages that are of interest to our users. We may use this information to improve, reduce or eliminate messages sent to users.

Flash LSOs. When we post videos, third parties may use local shared objects, known as "Flash cookies," to store your preferences for volume control or to personalize certain video features. Flash cookies are different from browser cookies because of the amount and type of data and how the data is stored. The cookie management tools provided by many popular browsers will not remove Flash cookies. To learn how to manage Flash cookie privacy and storage settings, click here: http://www.macromedia.com/support/documentation/en/flashplayer/help/settings_manager.html.

Analytics. We may use analytics tools or similar tools provided by third including Google Analytics to help analyze how you and other users utilize our Website. Analytics tools use cookies and other tracking technologies to collect information such as how often users visit websites, what pages they visit, and what other websites they used prior to visiting our Website. We use the information we get from analytics tools to improve our Website. Analytics tools collect the IP address or other unique identifier assigned to you on the date you visited the Website. We do not combine the information generated through the use of analytics tools with your other personal information. Analytics tools provided by third parties plant a persistent cookie on your web browser to identify you as a unique user the next time you visit our Website,

and the treatment of that information is governed by the third party's terms of use and/or privacy policy. For additional information about how Google uses data when you use its partner sites or apps, please visit <https://policies.google.com/technologies/partner-sites>.

5. YOUR CHOICES

We provide the following choices to our customers with respect to the personal information collected through our Website. When exercising the rights or options described in this Policy, you will not have to pay a fee. However, we may charge a reasonable fee or decline to comply with your request if your request is clearly unfounded, repetitive, or excessive.

When exercising your rights or otherwise assisting you, we may need to request specific information from you to help us confirm your identity. This is a security measure to ensure that personal information is not disclosed to any person who has no right to receive it. We may also contact you to ask you for further information in relation to your request to speed up our response.

Access or Correct Your Personal Information. You can access a variety of your personal information that we collect by accessing your respective account, by phone, email, or in writing.

Opt-out of Promotional and Other Emails. You may choose during the account registration processes on our Website, or otherwise, to provide us with your email address for the purpose of allowing us to send newsletters, surveys, offers, and other materials related to our products or services. You can stop receiving these emails by following the instructions in those communications or sending a request to info@ignitelearningacademy.com. If you decide not to receive these emails, we may still send you communications related to your current or former membership or transactions.

Opt-out of Behavioral Advertising. Our Website may use behavioral advertising. This means that a third party may use technology (e.g., a cookie) to collect information about your use of our websites so that they can provide advertising about products and services tailored to your interests. That advertising may appear either on our Website, or on other websites not operated by us. If you do not want third parties who collect information about your use of our Website, you can opt-out of such at the [Digital Advertising Alliance](#) in the US, the [Digital Advertising Alliance of Canada](#) in Canada, or the [European Digital Advertising Alliance](#) in Europe.

Please note that opting-out of behavioral advertising does not mean that you will not receive advertising. It will, however, exclude you from interest-based advertising conducted through participating networks, as provided by their policies and choice mechanisms.

Opt-out of Tracking by Certain Cookies. You may disable, or delete cookies in your web browser, but doing so may impact the usability of the Website. To block cookies, you can also browse our Website using your browser's anonymous usage setting (called "Incognito" in Chrome, "InPrivate" for Edge, "Private Browsing" in Firefox and Safari, *etc.*).

Do Not Track Signals. Our Website does not currently recognize or respond to do not track signals.

6. THIRD-PARTY LINKS

Please be aware that some links on our Website or that we otherwise provide to you may direct you to

websites operated by third parties. Information submitted on those websites is provided to the owner(s) of those websites, not us, and subject to the privacy policies of those sites, and not this Policy.

7. CHILDREN'S PRIVACY

Our Website is intended for parents and other adults, and it not directed at or intended for use by children. However, because we are a school that serves some children, we have adopted a Children's Privacy Policy that provides more information about our handling of personal information collected from children under 13 years of age.

8. CHANGES TO THIS WEB PRIVACY POLICY

We may update this Policy from time to time, in our sole discretion. When we do so, we will post the new Policy on our Website. You should consult this Policy regularly for any changes. Continued use of services following posting of such changes constitutes your acknowledgement of such changes and agreement to be bound by the changes. If you do not agree, you should immediately discontinue your use of our Website and services.

9. CONTACT US

If you have questions regarding this Notice or our treatment of your personal information, you may contact us at the following:

IGNITE LEARNING ACADEMY
TOLL-FREE (888) 660-0557
LOCAL: (480) 660-6474
info@ignitelearningacademy.com

10. YOUR CALIFORNIA PRIVACY RIGHTS

Individual customers who reside in California and have provided their personal information to us may request information about our disclosures of certain categories of personal information to third parties for their direct marketing purposes. Such requests must include your name, street address, city, state, and zip code, and be submitted to us at the following email address: info@ignitelearningacademy.com with the subject "CA Shine The Light Request". Within thirty days of receiving such a request, we will provide a list of the categories of personal information disclosed to third parties for third-party direct marketing purposes during the immediately preceding calendar year, along with the names and addresses of these third parties. This request may be made no more than once per calendar year. We reserve our right not to respond to requests submitted to addresses other than the addresses specified in this paragraph.

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BN 40322387v5



Children's Privacy Policy

Effective Date: May 15, 2020

We at Ignite Learning Academy (“Ignite”) are determined to ensure that our customers and community will have a positive experience while visiting <https://www.ignitelearningacademy.com> (“Website”) and <https://sis.ignitelearningacademy.com> (“Student Portal”), without sacrificing their peace of mind as to the protection of children’s information. This policy statement tells you how we collect information that may be related to children, how it's used, and the steps we take to protect it from any unauthorized use.

1. CHILDREN'S ONLINE PRIVACY

Although our Website is directed at a general audience, some visitors to the Website may be children, so we take the utmost care to make certain that our content is appropriate for kids of all ages. Children must obtain permission from a parent or guardian before contacting Ignite in any regard, especially before entering any personal information or requesting information.

Parents may review their child’s personal information, direct us to delete it, and refuse to allow any further collection or use of their child’s information. Parents may also agree to the collection and use of their child’s information, but still not allow disclosure to third parties unless such disclosure is necessary for school purposes.

Ignite does not permit children under the age of 13 to enroll, or communicate with us through the Student Portal without the express written permission of their parent or legal guardian. If Ignite has any reason to believe that a visitor under the age of 13 has submitted information to us without parent or legal guardian permission, the information will be deleted or they will be asked to have their parent or legal guardian contact us to confirm authorization.

2. OPERATORS COLLECTING PERSONAL INFORMATION

Our Student Portal relies on services provided by third-party operators, such as an advertising networks or plug-ins, that, in addition to Ignite, may collect or maintain children’s personal information through the Student Portal. The following are all such operators:

Genius Student Information System
Buzz Learning Management System
Accelerate Education
eDynamic Learning

3. TYPES OF PERSONAL INFORMATION COLLECTED

Through our Website we collect information such as first name; last name; preferred name; birth date; username; and email address. This information is collected through forms which may be filled out and saved or submitted, but is not intended to collect information from children.

Through our Student Portal, we will not require children to disclose more personal information than is necessary for them to participate in a particular activity. Through our Student Portal we may collect the child's first name; last name; middle name; preferred name; birth date; username; email address; cell phone; gender; race; ethnicity; language; mailing address; physical address; guardian information; and academic information, including course progress, course plan, transcript, requested courses, student messages, course information, academic snapshot, academic pacing, gradebook, student course activity, enrollment type, grade level, prior school, athletic involvement, special education requirements, speech or language service requirements, disability service requirements, and gifted service requirements. This information is "Educational Information," and may be submitted to us via forms other interfaces on the Student Portal by students and their parents as well as our faculty and staff. We have explained our treatment of this information further in our [Educational Privacy Policy](#).

We also collect information on our Student Portal through cookies and other web tracking technologies described in our [Web Privacy Policy](#). This information is "Cookie Information." If we know a user of our Student Portal or Website is under 13 years old, we disable the collection of Cookie Information when they are logged in.

4. USE OF PERSONAL INFORMATION

Ignite uses the limited information it collects from visitors of the Student Portal, if any, only to provide educational products and services or for internal research, and may use this information to customize the content seen on our pages.

5. INFORMATION SHARING AND DISCLOSURE

Ignite will not contact children under 13 about special offers or for marketing purposes without parental consent. Subject to our Educational Privacy Policy, Ignite will not send personally identifiable information about a child to other companies or people without parental consent, unless we are required to respond to subpoenas, court orders or legal process—to the extent permitted by law.

6. ABILITY TO UPDATE OR DELETE INFORMATION

Parents or legal guardians are welcome to send a message through the Student Portal or via email to info@ignitelearningacademy.com to request deletion of any information we may have about their child, subject to our Educational Privacy Policy.

Please note that information about a child may remain in back-up storage for some period of time after a request for deletion of that child's account. This may be the case even though no information about that account remains in our active user databases.

7. BUSINESS TRANSFER

In the event that Ignite or substantially all of its assets are acquired by a third party, personal information will be one of the transferred assets. However, use of any information collected on children under the age of 13, if among the transferred assets should such a transaction take place, will only be used in accordance with the policies set forth herein in compliance with COPPA.

8. QUESTIONS OR COMMENTS

For parents who have questions about our privacy policies for the Student Portal, our Website, about the third-party operators listed above, or who wish to exercise the parental rights described herein, you may contact us at:

IGNITE LEARNING ACADEMY
TOLL-FREE (888) 660-0557
LOCAL: (480) 660-6474
info@ignitelearningacademy.com

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BN 40516006v1



Educational Privacy Policy

Effective Date: May 15, 2020

As a private school that does not receive federal funding, Ignite learning Academy (“Ignite”) is not subject to the Family Educational Rights and Privacy Act of 1974. However, we value our learners and their families, and know that privacy and transparency are important when it comes to education. We have adopted and published this policy as part of our commitment to our learning community. This policy supplements our Web Privacy Policy and Children’s Privacy Policy with respect to Educational Information as defined below.

To provide educational services, Ignite maintains information about students and our community. Student records are maintained through our Student Portal available at <http://sis.ignitelearningacademy.com>. Our records include information related to students such as first name; last name; middle name; preferred name; birth date; username; email address; cell phone; gender; race; ethnicity; language; mailing address; physical address; guardian information; and academic information, including course progress, course plan, transcript, requested courses, student messages, course information, academic snapshot, academic pacing, gradebook, student course activity, enrollment type, grade level, prior school, athletic involvement, special education requirements, speech or language service requirements, disability service requirements, and gifted service requirements. This information is “Educational Information,” and may be submitted to us via forms other interfaces on the Student Portal by students and their parents as well as our faculty and staff.

1. PROCEDURE TO INSPECT EDUCATIONAL INFORMATION

Parents of students or eligible students may inspect and review the student’s educational information upon request. Parents or eligible students should submit to the Ignite a written request through the Student Portal which identifies as precisely as possible the record or records he or she wishes to inspect.

Ignite will make the needed arrangements for access as promptly as possible and notify the parent or eligible student of the time and place where the records may be inspected. When a record contains information about students other than a parent’s child or the eligible student, the parent or eligible student may not inspect and review the portion of the record which pertains to other students.

Ignite reserves the right to deny a parent or eligible student a copy of the student’s educational information in the following circumstances:

1. The parent or student has an unpaid financial obligation to Ignite.
2. The education record requested is an exam or set of standardized test questions.
3. There is an unresolved disciplinary action against the student.

The fee for copies will be 15¢ per page.

2. DISCLOSURE OF EDUCATIONAL INFORMATION

Ignite will disclose a student's educational information only with the consent of the parent or eligible student, except that Ignite may disclose without consent when the disclosure is:

1. To Ignite officials who have a legitimate educational interest in the records.
 - An Ignite official is:
 - A person employed by Ignite as an administrator, supervisor, instructor, or support staff member, including health or medical staff.
 - A person employed by or under contract to Ignite to perform a special task, such as an attorney, auditor, medical consultant, or therapist.
 - A student serving on an official committee, such as a disciplinary or grievance committee, or who is assisting another Ignite official in performing his or her tasks.
 - An Ignite official has a legitimate educational interest if the official is:
 - Performing a task that is specified in his or her position description or by a contract agreement.
 - Performing a task related to a student's education.
 - Performing a task related to the discipline of a student.
 - Providing a service or benefit relating to the student or student's family, such as healthcare, counseling, job placement, or financial aid.
 - Maintaining the safety and security of the learning community.
2. To officials of another school, upon request, in which a student seeks or intends to enroll.
3. To State and local officials or authorities if specifically required by a State law.
4. To organizations conducting certain studies for or on behalf of the Ignite.
5. To accrediting organizations to carry out their functions.
6. To parents of an eligible student if the student is a dependent for income tax purposes.
7. To comply with a judicial order or a lawfully issued subpoena.
8. To appropriate parties in a health or safety emergency.
9. To individuals or entities requesting directory information so designated by Ignite.
10. In connection with a student's request for or receipt of financial aid to determine the eligibility, amount, or conditions of the financial aid, or to enforce the terms and conditions of the aid.

3. DIRECTORY INFORMATION

Ignite designates the following items as Directory Information: student name, parent's name, address, telephone number, major field of study, participation in officially recognized activities and sports, dates of attendance, degrees and awards received, most recent previous school attended and photograph. The

Ignite may disclose any of those items without prior written consent, unless otherwise requested by the parent or eligible student.

4. CORRECTION OF EDUCATIONAL INFORMATION

Parents or eligible students may ask to have records corrected that they believe are inaccurate, misleading, or in violation of their privacy rights. Following are the procedures for the correction or records:

1. Parents or the eligible student must ask Ignite to amend a record. In so doing, they should identify the part of the record they want changed and specify why they believe it is inaccurate, misleading or in violation of the student's privacy rights.
2. Ignite may comply with the request or it may decide not to comply. If it decides not to comply, the Ignite will notify the parents or eligible student of the decision and advise them of ay right to challenge the information believed to be inaccurate, misleading, or in violation of the student's privacy rights.
3. Upon request, Ignite may arrange for a hearing, and notify the parent's or eligible student, reasonably in advance, of the date, place, and time of the hearing.
4. Any hearing will be conducted by a hearing officer who is a disinterested party; however, the hearing officer may be an official of Ignite. The parents or eligible student shall be afforded full and fair opportunity to present evidence relevant to the issue raised in the original request to amend the student's educational information. The parents or student may be assisted by one or more individuals, including an attorney.
5. Ignite will prepare a written decision based solely on the evidence presented at the hearing. The decision will include a summary of the evidence presented and the reasons for the decision.
6. If Ignite decides that the information is inaccurate, misleading, or in violation of the student's right of privacy, it will amend the record and notify the parents or eligible student, in writing, that the record has been amended.
7. If Ignite decides that the challenged information is not inaccurate, misleading, or in violation of the student's right of privacy, it will notify the parents or eligible student that they have a right to place in the record a statement commenting on the challenged information and/or statement setting forth reasons for disagreeing with the decision.
8. The statement will be maintained as a part of the student's educational information as long as the contested portion is maintained. If Ignite discloses the contested portion of the record, it will also disclose the statement.

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