

Ostathna Privacy Policy

Ostathna, Inc. ("Ostathna", "we," "us," "our") provides this Privacy Policy because we know that you care about how your information is collected, used, shared and retained. This privacy policy applies only to information collected when you access our website located at <https://Ostathna.co/> ("Website," "site"), or use our services which may be accessed via the Website, the Ostathna App, Ostathna Blog, and any other Ostathna services and products. By visiting the Website or using the Services, you consent to this Privacy Policy.

This privacy policy covers:

- What Information We Collect; the Purpose of Collection and Use
- Student-Generated Content
- Collection of Analytics
- Onward Transfer to Third Parties
- Opt-In to Certain Onward Transfers
- Disclosure to Public Authorities, Other Third Parties
- Opt-Out for Direct Marketing
- Access to Personal Information
- Retention of Personal Information
- How we protect your Information
- Children
- Links to External Websites
- Location Based Server Storage
- Changes to this Privacy Policy
- How to Learn More

What information We Collect; the Purpose of Collection and Use

Our Customers authorize the collection, processing and transfer of such Information, and assume contractual responsibility for providing notification to parents and guardians of students and obtaining all consents as required under applicable laws and regulations. We collect the following categories of information.

- **Contact Information**
We collect contact information on our Website from visitors who wish to purchase our Services or seek support. All contact information is provided voluntarily via website forms. Contact information means: first name, last name,

e-mail address, name of the organization, country, and state/region. Contact information is used by our sales, support and product teams to contact visitors for the purpose of providing the requested information or support.

- **School Information**

We ask School officials to provide the following information about their Schools: billing and IT contact's, time zone, and system configuration information. We also ask for education information such as the name of classes, class codes and subjects taught.

- **Student Information**

We ask School officials to provide the following Student Information: names of all students using the service, the classes that the students are currently enrolled in, school assigned student email addresses and any other information that the school may deem necessary for our partnership. Student Information is used to provide our Services and support. As part of support and troubleshooting activities, select Ostathna employees may directly access Student Information which resides on the School's cloud platform. Student Information is retained by Ostathna only for the period of time required to load the information into the cloud platform of the educational institution, our App, and in some instances, to accommodate support / troubleshooting activities. We do not sell Student Information, and it is retained only for as long as necessary to provide the Ostathna Services. School Information is only used in to provide Services and support in a manner consistent with this privacy policy; to improve our Services; and to provide our Customers with additional information about our Service.

- **Student Generated Information**

Students that use our Services through our Customers create significant amounts of content such as chat-based conversations, documents, images and more that is retained in Ostathna's cloud platform. Student Generated Content and content metadata (for example document titles, creation dates) held in the Ostathna's cloud platform is essential for providing the Services, and we access and process it only for that purpose. We do not collect or maintain copies of the Student Generated Content held in Ostathna's cloud platform. This Student Generated Content is held in Ostathna systems and associated with the Customer, the class, and the student identifiers. We do not make such content publically accessible, and use it only to provide the required Services. This Student Generated Content is retained by Ostathna only for as long as necessary to provide the associated Services.