



## Loyola College

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### Managing Cyber Incident

30 August 2025

Dear Loyola College community,

We are currently managing a cyber security incident after our information technology system was compromised by an unauthorised third-party. As a result, we have engaged cyber security experts to urgently investigate the extent of personal information that has been accessed.

With the support of the school's IT vendors and the Melbourne Archdiocese Catholic Schools (MACS), additional safeguards have already been put in place to protect our College against future attacks of this and other types.

Loyola College and MACS take our responsibility to protect your information extremely seriously. That's why we have reset all staff, parent and student passwords effective immediately.

On Monday, instructions will be provided to students on how to securely reset their password. Importantly, assessment tasks may be rescheduled to accommodate this process, as required.

For our staff, you will also receive information on Monday on how to securely reset your password. Parents will receive a follow up email in due course on resetting access to the portal.

With an increase of cyber security incidents, there are steps you may wish to take to protect yourself online, including:

- Be aware of emails and telephone calls from people requesting your personal details, (especially things like your date of birth, residential address, email address, username or passwords which are often used to verify your identity).
- Any passwords used on school systems that you have reused elsewhere should be changed immediately.
- Contact IDCare on 1800 595 160 or visit [www.idcare.org](http://www.idcare.org) who can provide you with additional guidance on the steps you can take to protect yourself from identity fraud.
- If you start to receive unwanted telemarketing calls, consider registering your number with the Australian Communications and Media Authority's 'Do Not Call register' by visiting [www.donotcall.gov.au/consumers/register-your-numbers](http://www.donotcall.gov.au/consumers/register-your-numbers).
- Closely monitor your financial statements for unauthorised transactions. If you identify a transaction you didn't make, report it immediately to your financial institution.

We unreservedly apologise for this inconvenience and appreciate your understanding as we continue to respond to this incident. We will keep you informed on the progress of our investigation.

Sincerely,

**Mrs Alison Leutchford**  
**Principal**  
**Loyola College**