

Data and Images (continued)

The school website has been live for the last year and has been extremely well received by parents allowing them to have a glimpse into the daily life of school. By giving your consent, you will be able to see your child engaged in lots of exciting activities and then share these with them when they get home. So when you ask 'What did you do at school today?' you will know that they are not giving you the full picture when they say: 'Nothing!' We need 100% consent in order that we do not have to leave any children out of the school photos, it is sad for us and the child to ask them to step out while we take a photo for the website. If you have any concerns please speak to class teachers.

I do/do not (please delete as appropriate) give permission for photographs of my child to be used on the school website and other promotional publications.

Signed.....

Medical:

We update our records with regard to children's medical conditions annually. We would be grateful if you could provide details on any medical conditions your child may have.

Any medical conditions we should be aware of: (E.g. Asthma, diabetes, allergies, if none, please state NONE)

Child's Name: Year Group :

Please update us of any changes as they occur.

Thank you for taking the time to complete this form. We would like all information held to be up to date!

Treverbyn Academy



Home/School Agreement



Introduction

We have another exciting year of activities planned for your children which staff have been preparing over the holidays. Before these activities can begin I need to ask you to read this leaflet. I have designed this leaflet to encompass a number of requests for which I need to ask your consent. Rather than have five or six separate letters, it is hopefully easier for you to read through each of the sections and sign the booklet ticking the relevant boxes for your child to take part in the various activities in school and inform us of such things as medical conditions and contact details.

(If you have more than one child in school then I need you to complete one booklet for each child, for contact details just mark 'SAME' as long as you fill one of them in!)

Your child's name:

Year Group

Your contact details. Home address:

Home telephone number:

Mobile number:

2nd contact:

Name and telephone number:

3rd contact

Name and telephone number:

In the event of your child needing an ambulance, without a 2nd contact it could make communication very difficult.

Data and Images

Following the Data Protection Act of 1998 the personal data that we have, has to be securely held on the school computer system. We have to register and comply with a number of regulations issued by the Information Commissioner. All of the information you provide is, of course, completely confidential.

We do take photographs of the children on a regular basis with our digital cameras for our records on the progress they have made and to act as a record for them and us on the good work happening in the school. These photographs are displayed internally and held in display files. There are occasions that the children may be photographed for external uses such as newspaper photographs for reports or filmed for media purposes. (only first names are used in newspapers and filmed media)

I am writing to confirm that you are happy to allow us to continue to operate the system we have in place. If you feel that you would prefer for your children not to be photographed for external uses, such as newspapers or filmed for media purposes then please state this on the form below.

I do/do not (please delete as appropriate) give permission for photographs of my child to be used in newspapers and other publications.

Signed.....

The law states that private citizens are able to take photographs and video footage for their own personal record therefore we are always happy for you to take photographs and video footage of your children at school events. However, we would remind you that any photographs or video recording that includes children other than you own must not be put on any social media.

I understand that I must not take photographs of any child, other than my own or put them on any social media.

Signed.....

Rules and Responsibilities (continued)

As part of pupils' curriculum enhancement and the development of ICT skills, Tre-verbyn Academy is providing supervised access to the Internet including e-mail.

Although there have been national concerns about pupils having access to undesirable material, we are taking positive steps to deal with this risk in school. Our school Internet access provider operates a filtering system that restricts access to inappropriate material.

Whilst every effort is made to ensure that suitable restrictions are placed on the ability of children to access inappropriate materials, the school cannot be held responsible for the nature or content of materials accessed through the Internet. It is a legal requirement that I state: 'the school will not be liable under any

circumstances for any damages arising from your child's use of the Internet facilities.'

Please be assured that we take this matter seriously and take all the precautions that we can. A copy of the Rules for Responsible Internet Use is listed on the previous page, a full copy of our Internet Access Policy is available on request. Should you wish to discuss any aspect of Internet use please telephone me to arrange an appointment.

Parent/Carers permission

I give permission for access to the internet on the terms set out above

Signed

Print name

date

Pupil's agreement

I agree to follow the Rules for Responsible internet use.

Signed

Print name

date

Home/School Agreement.

We will

- Care for your child's safety, well being and happiness.
- Encourage your child to do his /her best at all times.
- Provide a balanced curriculum to meet your child's needs.
- Keep you informed about your child's progress and how you can help at home.
- Set regular homework
- Be open and welcoming at all times.

Parents/Guardians

I will

- See that my child goes to school regularly, on time and properly equipped for school with school uniform and the appropriate P.E. Kit.
- Make the school aware of any concerns or problems that might affect my child's behaviour.
- Support my child with his/her homework, reading and home-learning opportunities.
- Attend parents' evenings and discussions about my child's progress.
- Inform the school on the day if my child is absent from school.
- Encourage my child to follow the 'Rules for Life'

Signed: _____

The Pupil

I will

- Attend school regularly and on time with my equipment.
- Wear school uniform and be tidy in appearance.
- Do all my classwork and homework as well as I can and on time.
- Follow the 'Rules for Life'

Signed: _____

Home/School Agreement (continued)

Consent for local walks and sport, music and drama events.

Periodically the children will be included in sporting events or the class may wish to walk outside the perimeter of the school for local studies. To save asking for individual consent on each occasion we would like you to sign this one consent form for the year.

I do/do not (please delete as appropriate) give my consent for my child to be taken out of school in the local area on walks. When my child is included in school events, I also give permission for them to undertake local journeys out of school, either walking, by car or by minibus. I understand that I will usually be given notice of such events before they happen but by signing this form I will not need to complete individual consent letters on each occasion.

Signed: _____

PG Films

From time to time staff are following topics for which there may be appropriate films to enhance the learning experience for children. Sometimes these are PG (Parental Guidance certificates.) Obviously we are not going to show anything inappropriate but it would be helpful to know that you are comfortable with us showing material which has this certificate.

I am/am not (please delete as appropriate) happy for staff to show PG films to support learning:

Signed: _____

Rules and Responsibilities.

The whole school has various devices enabling internet access to help our learning.

These rules will keep everyone safe and help us be fair to others.

- I will ask permission from a member of staff before using the internet;
- I will use only my login and password;
- I will not access other people's files;
- I will use the computers only for school work and homework;
- I will not bring pen drives or portable memory devices into school unless I have permission;
- I will only e-mail people I know; or my teacher has approved;
- The messages I send will be polite and sensible;
- I will not give my home address or phone number or arrange to meet someone.
- To help protect other pupils and myself, I will tell a teacher if I see anything I am unhappy with or receive messages I do not like;
- I understand that the school may check my computer files and may monitor the Internet sites I visit.