

Newport Infant School

Multi-purpose parental consent form



Newport Infant School is a data controller and as such we hold personal data about pupils to support teaching and learning, to provide pastoral care and to assess how the school is performing. We will only retain the data we collect for as long as is necessary to satisfy the purpose for which it has been collected, and we will abide by the 8 rules of Data Protection, and the 6 principles of the General Data Protection Regulations (May 2018)

We will not share information about pupils with a third party without your consent unless the law allows us to do so. We are, however, required by law, to pass certain information about pupils to specified external bodies, such as our Local Authority and the Department for Education, so that they are able to meet their statutory obligations.

The information given on this form will be used throughout your child's time at Newport Infant School. Please advise the school office, in writing, of any changes.

You may withdraw your consent to any of the sections below, at any time, by contacting the school administrator (either in writing, or by emailing a2074@telford.gov.uk). Please note, however, that this may impact on our ability to include your child in certain educational activities **(such as trips, visits, watching films etc.)**

Information

Pupil Information			
Name			
Date of birth		Gender	
Address	Post Code:		
Religion			
Primary language spoken		Secondary language spoken	
Passport provided?		Birth certificate provided?	
Year group			
Class			
Previous school			

Primary Carer			
Name			
Relationship to pupil		Parental responsibility?	Yes / No
Address	Post Code:		
Home			
Mobile			
Work			
Email			

Emergency release/other authorised adults

I give my consent for my son/daughter to be released to the following person(s) in the event of emergency or illness, if I cannot be contacted:

Person 1			
Name			
Relationship to pupil		Parental responsibility?	Yes / No
Address	Post Code:		
Home			
Mobile			
Work			
Email			

Person 2											
Name											
Relationship to pupil							Parental responsibility?			Yes / No	
Address	Post Code:										
Home											
Mobile											
Work											
Email											

Person 3											
Name											
Relationship to pupil							Parental responsibility?			Yes / No	
Address	Post Code:										
Home											
Mobile											
Work											
Email											

CONSENTS

Please indicate whether you have given your consent in each case by ticking the box on the right-hand side; and sign and date the form on the last page.

On-site activities

I give my permission for my son/daughter to:

Use the internet in line with the school's acceptable usage policy	
View films and video clips rated PG	
Take part in food preparation/cooking and tasting activities	

Off-site activities

I give my permission for my son/daughter to take part in:

Supervised visits to local destinations away from the main school site	
Supervised one-day non-residential visits within the UK	
Supervised off-site activities (for example, sporting fixtures and swimming lessons)	

We will advise you of any trip or visit prior to its occurrence.

Use of information and image (including photographs and video recordings)

I give my permission for my son/daughter's:

Name to be used on the school website, Facebook page, printed publications and local / national media	
Work to be used in school displays and on the school website	
Image to be used within school (for example, in wall-mounted displays)	
Image to be used in printed school publications (for example, the school prospectus, weekly newsletter)	
Image to be used on the school website, Facebook page and in the local / national media	
Image to be taken by, or used in circulation to, other parents (for example, school events, class photos)	

Medical consent

Newport Infant School has a duty of care, under *Keeping Children Safe in Education (DfE) 2019 and **HSE Guidance, to ensure that any child who receives an injury whilst in our care will be treated by a trained first aider. If it is felt necessary, we will call for emergency medical services to ensure the safety and wellbeing of your child.

In the case of first aid being administered we will ensure a form is sent home to advise parents/carers of any treatment applied. If the injury is deemed to be more serious the parent/carer will be called.

In urgent situations we will always endeavour to contact the parents/carers to advise of the situation, but we will call for medical aid first.

I consent to my child being administered paracetamol-based medicine if deemed necessary ☐

Medical Conditions:

If your child has any medical conditions/allergies please outline them below:

Asthma	☐	Cerebral Palsy	☐
Diabetes	☐	Sickle Cell Anemia	☐
Epilepsy	☐	Cystic Fibrosis	☐
Cancer	☐	Spina Bifida	☐
Anaphylaxis	☐	Coeliac	☐
Congenital Heart Problems	☐	Other	☐

……

……

……

……

Allergies and dietary requirements:

……

……

……

Name, telephone number and address of child's doctor:

……

……

……

If your child has medical condition/allergies the school **will** display their photo, name, class, and details of their allergy in **non-public**, prominent positions (such as the staff room and first aid room). We do this under the 'Keeping Children Safe in Education' and H&S guidance to ensure all staff, especially those new to the setting, are visually able to identify those children affected.

If you have any concerns with respect to either of these policies, please contact the school office on 01952 386610 or by email at A2074@telford.gov.uk. The office staff will be happy to deal with your concerns.

*you can download a copy at https://www.gov.uk/government/publications/keeping-children-safe-in-education--2,
**Visit http://www.hse.gov.uk/services/education/index.htm

Use of Online Learning Programmes

Sometimes the school uses online learning programmes to enhance children's application of their learning in Maths and English. The children are registered on these programmes by school, and their information submitted is their name and class group. All data is administered by the school but it is held externally by a third party.

When on the programmes the children are allocated an identifier (user name) which is how they are seen, externally, whilst on these programmes.

I give my permission for my son/daughter:

To use Purple Mash (information uploaded – child's name, school and year group)	
Class Dojo (information uploaded – child's name, school and year group)	

Communication

Newport Infant School keeps in touch with parents via several types of media.

Personal messages/contact is completed via:

- Face to Face
- Phone
- Email
- Text
- ParentMail
- Letter

General information is also disseminated via:

- Facebook
- Website - http://newportinfants.co.uk/
- Weekly Newsletter
- The parent privacy notice can be found on the school website.

Please ensure you have given us the correct contact details and that you keep us informed of any changes.

You can inform us of changes either by email, or by completing a form at the school office.

Please sign and date the form before returning it to the school office

Signed: ..... **Date:** .....

Print Name: .....