



# Parent / Carer Consent Form

Date of issue: May 2018

## PARENT CONSENT FORM – PUPIL PERSONAL DATA

During a pupil's time with us we will gather information about them which we will use for various purposes. A Privacy Notice has been provided to them in relation to the use of this information, which is also available on the academy website.

There are some things that we cannot do unless you tell us that we can. We have set these out in the tables attached. Please could you read this form very carefully and tick the appropriate options. This will let us know which of these things you are happy for us to do, and which you are not.

If you are not happy for us to do any of the things in the tables attached then this will not affect your child's place at the academy. You are completely free to refuse to provide your consent to any of these things. You do not have to provide reasons for refusing your consent, but we are happy for you to give us additional information if you choose to so that we understand any concerns that you have and can take appropriate steps where necessary.

### Photographs and Videos

Some of the information in the attached tables includes photographs and videos of your child. We assure you that we take very seriously the issue of potential misuse of photographs and videos of our pupils, and have the following measures in place:

The academy will ensure that all pupils are dressed appropriately in any photographs or images/videos that are taken of them whilst participating in activities and events organised by the academy. These may be printed and displayed in the academy or published in newsletters and publicity materials if consent is given by your child for this purpose. All photographs and images/videos are stored securely until they are no longer needed at which point they are destroyed.

The academy may provide photographs and videos to the media, or the academy may be visited by the media who will take videos and photographs. When these have been submitted to or taken by the media the academy has no further control over these.



Celebrating Your Child’s Achievements and Reporting on Events

As an academy which is part of Academy Transformation Trust we are very proud of the achievements of all of our pupils and we want to be able to celebrate these achievements both within the academy, the wider Trust and with others. We may also want to report on significant events which involve our pupils, such as visits from dignitaries. This will involve providing information about involvement in certain activities such as sports.

	Yes	No
<p>In order to celebrate my child’s achievements I am happy for the Trust/academy to use:</p> <ul style="list-style-type: none"> <li>• Photographs of my child / videos of my child</li> </ul> <p>The following information may be used with the above:</p> <ul style="list-style-type: none"> <li>• Name / Class / Year Group</li> </ul>		
<p>If you answered <b>NO</b> to the question above please answer this question too.</p> <p>I am happy for the following information to be used <u>but only without</u> photographs or videos of my child:</p> <ul style="list-style-type: none"> <li>• Name / Class / Year Group</li> </ul>		
<p>If you answered <b>YES</b> to either or both questions above please answer this question too.</p> <p>I am happy for the information selected above to be used:</p> <ul style="list-style-type: none"> <li>• On internal screens which may also be viewed by visitors to the academy sites and/or on internal notice boards</li> <li>• On the Trust/academy intranet</li> <li>• On the Trust/academy website</li> <li>• On the Trust/academy social media sites</li> <li>• In local news media – newspapers, websites and television</li> <li>• In national news media – newspapers, websites and television</li> </ul>		

You may change your mind in relation to any of the consents that you have provided at any time. This includes withdrawing your consent to anything that you have agreed to here.

To withdraw your consent to any of the above, or otherwise amend your position, please write to Mr D Carmichael, Data Protection Lead. This consent will continue until your child leaves the academy.

**Signed (parent Carer):**

**Name (parent/carer):**

**Date:**

**Student Name:**





Promoting the Trust/Academy

We want to be able to promote the Trust/academy to attract new pupils, and to show the quality of the Trust/academy. As part of this we want to be able to use photographs and videos of our pupils in promotional material. This will include our prospectus and may include promotional videos.

	Yes	No
<p>I am happy for the information selected below to be used for the purpose of promoting the Trust/academy:</p> <ul style="list-style-type: none"> <li>• Photographs of my child / videos of my child</li> </ul> <p>The following information may be used with the above:</p> <ul style="list-style-type: none"> <li>• Name / Class / Year Group</li> </ul>		
<p>If you answered <b>NO</b> to the question above please answer this question too.</p> <p>I am happy for the following information to be used <u>but only without</u> photographs or videos of my child:</p> <ul style="list-style-type: none"> <li>• Name / Class / Year Group</li> </ul>		
<p>If you answered <b>YES</b> to either or both questions above please answer this question too.</p> <p>I am happy for the information selected above to be used:</p> <ul style="list-style-type: none"> <li>• On the Trust/academy website</li> <li>• In the Trust/academy prospectus</li> <li>• On the Trust/academy social media sites</li> </ul>		



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