

CONSENT FORM – PUPIL PERSONAL DATA

During your child’s time with us we will gather information about them which we will use for various purposes. A Privacy Notice in relation to the use of this information is available on the school website:

<http://www.higherlanepimary.co.uk/key-information/gdpr>

There are some things that we cannot do unless you tell us that we can. We have set these out in the table below. 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 school. 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 table below 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:

- ✎ Any images/videos of pupils are stored securely on a password protected server of which only authorised staff have access. All images/videos are of an appropriate nature and content is monitored by the Senior Leadership Team.
- ✎ The school may provide photographs and videos to the media, or the school may be visited by the media who will take videos and photographs. When these have been submitted to or taken by the media the school has no control over these.

	Agree	Disagree
My child’s photo can appear on the school or Trust website and in any publicity documentation eg Newsletters, noticeboards, prospectus, the school’s social media sites such as Twitter and also local or national news media such as newspapers or television.		
I am happy for the school to use videos of my child for the purpose of either celebrating their achievements or promoting the school or Trust		
My child’s photo can be used for display purposes in school		
My email address can be used by any member of school staff to contact me		
My phone contact numbers can be used by school staff to contact me by call or text about my child or a school-related issue		
My child’s name to be used to access log-in details for educational resources.		

PLEASE TURN OVER...



	Agree	Disagree
My child's name, my mobile phone number and email address to be stored on online platforms, for example ParentPay and Dolce. This is used to order school dinners, pay trips, activities, clubs and out of school club.		
My child's details including name, address and date of birth to be shared with public bodies as required such as school nurse service.		

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

To withdraw your consent to any of the above, or otherwise amend your position, please write to us at Mrs D Cartwright, DPO, Higher Lane Primary School, Egerton Road, Whitefield, Manchester, M45 7EX.

Please note, this consent will otherwise continue until your child leaves the school.

Full name of parent/carer:	
Signature:	
Name of child:	
Date of consent:	

Thank you