

## St Mary's CE High School Parent / Carer Consent Information

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To maintain our safeguarding procedures and reduce the need for repeated submission of the required consent forms, we would like to ask that you read and sign the consent information below.

This will be kept on our School records for the duration of your son / daughter's schooling at St Mary's to cover their involvement in sports activities; offsite visits during the school day; agreement of our Acceptable IT User Policy; and photograph and media consent.

### **Sports Activities**

The School has a well established extra-curricular and enrichment programme. This includes a number of sports teams involved in local area fixtures after school. Should your son / daughter be involved in any sports activities they may be required to travel to offsite venues. This may involve travel by foot, school minibus or coach.

*Please tick to indicate your consent to your son / daughter participating in any offsite sports activities*

### **Offsite Visits During The School Day**

There may be times when students will be taken offsite during the school day (between 8.25am and 3.05pm) to support their studies.

*Please tick to indicate your consent to your son / daughter participating in any offsite visits during the school day (between 8.25am – 3.05pm)*

### **Offsite Visits Outside Of The School Day Or Visits That Incur A Cost**

For visits that occur out of school hours (before 8.25am and after 3.05pm) for a reason other than a sports fixture, or for visits that incur a cost, specific details will be provided and will require you to give your permission by way of a return slip relating to that particular visit.

### **Acceptable IT User Policy**

We have a very large network of PC's and other IT equipment. Students will be expected to use these in a responsible way. Our student Acceptable IT User Policy is in the Student Planner and all students are expected to sign this. We also ask for your support in monitoring your son / daughter's IT use and in enforcing this policy.

*Please tick to indicate that you support the School Acceptable IT User Policy for your son / daughter*

## Photographic and Media Consent

There are occasions when we may take photographs of our students. These images are often used in school promotional materials or the school website. In some instances, students are videoed in class or during school productions and these recordings may also be used for specific educational purposes.

From time to time students may also attend off site events which may be visited by the media who will take photographs or film footage. It is possible that students will appear in these images, which may be broadcast in local or national newspapers or on televised news programmes.

We are extremely sensitive to the nature of images of our students appearing in any publication and we comply with all legislation relating to the use of images of young people in order to safeguard our students. As you will appreciate, we like to celebrate students' achievement as much as possible and request that you agree to the conditions laid out below:

**Please note:** Consent is not required for public exams where recording of students is required by the examination board

### Conditions Of Use:

1. This is valid for the period of time your child attends this school. The consent will automatically expire after this time. Please contact the school at any time if you wish to withdraw your consent
2. We will not re-use any photographs or recordings after your child leaves this school
3. We will not use the personal details or full names (which means first name and surname) of any child or adult in a photographic image on video, on our website, in our school prospectus or in any of our other printed publications
4. We will not include personal email or postal addresses, or telephone or fax numbers on video, on our website, in our school prospectus or in other printed publications
5. If we use photographs of individual students, we will not use the name of that child in the accompanying text or photo caption
6. If we name a student in the text, we will not use a photograph of that child to accompany the article
7. We may include pictures of students and teachers that have been drawn by the students
8. We will only use, or allow use of, images of students who are suitably dressed, to reduce the risk of such images being used inappropriately

*Please tick to indicate that your child's image to be used for school promotional materials, printed school materials, school web-site video or web-cam, media.*

I consent as indicated to my son / daughter's participation in sports activities and offsite visits during the school day; agree to the School Acceptable IT User Policy; and consent for the School to use images and media footage of my son / daughter as laid out in the Photograph and Media Conditions of Use.

Name of Son / Daughter: \_\_\_\_\_ (Please print)

Signed: \_\_\_\_\_ (Parent / Carer)      Date: \_\_\_\_\_