



## UPTON MEADOWS PRIMARY SCHOOL GDPR Consent Form

Dear Parent/Carer

The school is required under the General Data Protection Regulations (GDPR) to ensure that personal data we collect is used in an appropriate manner and kept securely. The individuals whose data we use are encouraged to keep their information up to date and inform the school of any changes. Further information on how we use your information and who we share it with can be found in the NPAT GDPR Parent Privacy Notice on the school website [www.uptonmeadows.co.uk](http://www.uptonmeadows.co.uk)

There are some activities within the school that we need to seek consent for in order to use a pupil's personal data. In order to simplify this process we will occasionally ask parents/carers for their consent in order to keep our records up to date. Therefore, can you please complete this form and return to the school office no later than **Friday 14<sup>th</sup> September 2018**. If at any point in the future you feel it is necessary to withdraw your consent please contact the school office.

Please complete **all sections** of this form to ensure we have all of the information we require. The 'I agree' box must be ticked or crossed for consent to be given.

Kind regards

Upton Meadows Primary School

### Section 1: Your Child's Details

Child's Details	
Child's Name	
Name of Person Completing Form	
Relationship to Child	

### Section 2: Consents

A - Parent Communication and Payment System	
We use a service called Schoolcomms to communicate directly with parents by email and texts and a service called Parentpay to take payments for lunches and school trips. This service is compliant with GDPR. There is no advertising or cost associated with these services.	
I confirm that my email address can be supplied to Schoolcomms for the purposes of school communication regarding my child as stated on this form and that my email address will be stored on our Schoolcomms system for the duration of my child's attendance at Upton Meadows Primary School. After this time, we will delete your details from our Schoolcomms system.	I agree <input type="checkbox"/>
I confirm that my mobile telephone number can be supplied to for the purposes of school communication via text regarding my child as stated on this form and that my mobile phone number will be stored on the Schoolcomms system for the duration of my child's attendance at Upton Meadows Primary School. After this time, we will delete your details from our Schoolcomms system.	I agree <input type="checkbox"/>



<b>I confirm that my child's following information can be supplied to Schoolcomms for the purposes of school communication and that these details can be stored on Schoolcomms or the duration of my child's attendance at Upton Meadows Primary School. After this time, your details will be deleted.</b>	
<b>Child's Full Name</b>	I agree <input type="checkbox"/>
<b>Child's Date of Birth</b>	I agree <input type="checkbox"/>
<b>Child's Year Group</b>	I agree <input type="checkbox"/>
<b>Child's Class</b>	I agree <input type="checkbox"/>

### B - Parent/Carer/Child Acceptable Use Agreement

As part of an enriched curriculum, your child will be accessing the internet, school email and virtual learning environment via a filtered service. In order to support the school in educating students about the safe use of the internet, we are asking parents and children to read and sign acceptance of these rules below.

The rules provide an opportunity for further discussions with your child about safe and appropriate use of the internet and other online tools (e.g. mobile phones), both within and beyond school (e.g. at a friend's house or at home). Sanctions in place for misuse of technologies and subsequent breach of the rules are detailed in the full Acceptable Use of Technologies Policy. A copy of this can be downloaded from the school website. [www.uptonmeadows.co.uk](http://www.uptonmeadows.co.uk)

#### Child Agreement (to be completed with children who are Key Stage 2 or above)

<b>I understand the rules for using the internet and email safely and responsibly.</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<b>I know the adults working with me at school will help me to stay safe and check I am using the computers to help me with my work.</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

#### Parent/Carer Agreement

<b>I have read and discussed the rules with my child and confirm that he/she has understood what the rules mean.</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<b>I understand that the school will use appropriate filtering and ensure appropriate supervision when using the internet, email and other online tools.</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<b>I understand that filtering can never be completely fool-proof and occasionally inappropriate materials may be accessed. I accept that the school will endeavour to deal with any incident that may arise swiftly and according to policy.</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<b>I understand that my child's safe use of the internet and online technologies outside of school is my responsibility.</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

### C - School Visits

From time to time, the school will take classes of children on local visits to enhance curriculum. Your child will always be under the supervision of a member of the school staff.

<b>I give consent for my child to be taken off the school site for visits to local places of interest.</b>	Yes <input type="checkbox"/>
<b>I give consent for my child to travel in the school minibus for the purpose of school activities.</b>	Yes <input type="checkbox"/>

### D - Child Internet Access

Your child will access the Internet as part of the school curriculum in line with E-Safety Guidance and the school's Internet Acceptable Use Policy. When in Key Stage 2, to enhance the curriculum your child may watch films that are 'PG' rated, subject to the teacher's judgement.

<b>I confirm my child can access the internet at school and watch 'PG' rated films, subject to the teacher's judgement.</b>	Yes <input type="checkbox"/>
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### E - Free School Meals – Key Stage 2 Only

Your child automatically receives a Free School Meal if they are in Key Stage 1. When they finish Key Stage 1, they still may qualify for a free school meal. If so, we will need your National Insurance number. For more information – please visit [www.gov.uk/apply-free-school-meals](http://www.gov.uk/apply-free-school-meals).

<b>I confirm my child is eligible for Free School Meals after Key Stage 1.</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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### F - Photographs

The school may wish to use photographs of pupils engaged in school activities and trips and on the Upton Meadows Primary School website, school social media and blogs, displays around the school, press, school promotional materials and performance DVD's. These photos may be



used for up to one academic year after your child leaves the school. In order to be compliant with GDPR we need to seek your consent to use your child's photo. For further details please refer to the NPAT GDPR Parent Privacy Notice.

I confirm that my child's photograph can be used on the school website	I agree <input type="checkbox"/>
I confirm that my child's photograph can be taken and be used on the following social media sites and blogs used by the school Twitter.	I agree <input type="checkbox"/>
I confirm that my child's photograph can be taken and be used on in press articles that are approved by the school	I agree <input type="checkbox"/>
I confirm that my child's photograph can be taken and be used on school promotional materials	I agree <input type="checkbox"/>
I confirm that my child's photograph can be taken and be used for school performance DVDs	I agree <input type="checkbox"/>

### Section 3: Parent/Carer Signature

Signature	
Name	
Date	

#### School Office Use Only:

Date Entered On System	
Name of Staff Member Who Entered Information	