

PARENTAL CONSENTS & DATA PERMISSIONS



Your data is important to us

GENERAL PARENTAL CONSENTS AND DATA CONSENT

General Consents

These cover permission for your child to take part in various activities both in and out of school, transport, media and information sharing during their time at **Braddan Primary School**. These activities will include attending outings, watching films, use of photographs, filming of your child etc. Please use a tick in the **Yes** or **No** column to indicate if you give permission or not for the listed activity.

Data Consents

Over the course of a year we use your child's data for many different purposes. For some of these purposes we do not need your consent as we have a legal obligation to use their data e.g. the daily register of attendance. However, for some of the activities we complete in school we require your consent to use your child's data. Below we have detailed how we use your child's data and for certain activities we will need your consent if you wish your child to have access to that service.

No Consent Required

The following Apps and services are used to allow us to meet our legal obligations. Further privacy information is available on the privacy notice on our school website <https://braddan.sch.im/privacy-policy>

- **Arbor** – Pupil Management System used to store pupil records.
- **DESC (Department of Education, Sport and Culture) Attendance** – Legally required to report low levels of attendance.
- **Evolve** – Database used to record risk assessments for school trips.
- **Google/Googledocs/Googledrive** – used by pupils to store/share work or to be set tasks by teachers.
- **Quesmedia Sites** – School website, used to share information about the school, including Freedom of Information releases.
- **RIDDOR** – Legal reporting framework for serious accidents that happen in school.
- **DESC Accident forms** – used to monitor accidents and near misses within school, shared with DESC.
- **Bsquared** – Special needs pupil's assessment and tracking system.

Signature

At the end of this booklet please enter your child's name and class. Please sign and return the completed booklet to the school as soon as possible.

DATA PROTECTION PARENTAL CONSENT FORM		
Please tick the appropriate column for every question as to whether you give your consent.	YES	NO
My child may be taken on school outings such as educational trips, sporting events, swimming, concerts etc. on foot, or by private or public transport where seat belts may or may not be in operation. Please note that if you choose not to give permission in this way you will be required to transport you child to and from the venue.		
My child may be transported (for educational visits or sporting events) in the cars of other parents or in teachers' cars. In this instance parents will be notified of such visits or events in advance.		
My child can join in classroom activities involving food and food tasting. Allergies or intolerances must be reported to the school office.		
Photographs of my child along with their name may be displayed within the school building.		
Photographs of my child may be published within school publications e.g. calendar, school brochure etc. or on the school website . I understand that in these situations my child's photograph may be accompanied by no more than their first name.		
Video recordings of my child may be published on the school website (video is hosted on YouTube). I understand that no children in videos will be named.		
Video recordings of my child may be published on other media websites (eg newspapers, radio station, television, magazines DESC website, Junior Achievement and Crucial Crew publicity materials etc.) as and when the occasion arises (i.e. school activity, individual/group success story). I understand that no children in videos will be named.		
Photographs of my child may be published in the media (newspapers, radio station, television, magazines DESC website, Junior Achievement and Crucial Crew publicity materials etc.) including the media's websites, as and when the occasion arises (i.e. school activity, individual/group success story). I understand that in these situations my child's photograph may be accompanied by their full name if the media so wishes. Please note that the school has no control over the use of images displayed in the public domain.		
Photographs of / including my child may be posted onto the school facebook page. I understand individual children will not be named.		
Videos of / including my child may be posted onto the school facebook page. I understand individual children will not be named.		
I give permission for my child's individual and class photograph to be taken by the school's nominated photographer each year with no obligations to purchase the image.		
I give permission for my child to watch DVD's or excerpts of films during school hours, up to PG certification, in connection with curriculum/topic or as a treat.		
I give permission for my child's name and class to be shared with the online organisation 'its learning' to enable my child to access work and activities set by their teachers. Access will be available for my child both inside and outside the school (home learning etc). This may be in the form of live streaming audio or audio/video.		
I give permission for my child's name, date of birth, current address, previous address, current school and previous school, if applicable, to be shared with those divisions of Manx Care who provide services for children so that these may be accessed to enable equitable access to Health Services as per statutory provision (dental service). An information sharing agreement has been put in place to cover what happens to the information and who has access.		
I give permission for my child's name, date of birth, current address, previous address, current school and previous school, if applicable, to be shared with those divisions of Manx Care who provide services for children so that these may be accessed to enable equitable access to Health Services as per statutory provision (community nurse). An information sharing agreement has been put in place to cover what happens to the information and who has access.		
I give permission for my child's name, date of birth, class, medical and additional needs information to be shared with the Road Safety Team (for cycling proficiency), Manx Sport & Recreation staff and DESC swimming coaches, Speech and Language Service.		
I give permission for my child's name and class to be shared with outside organisations for the purpose of certificates e.g. Chess Congress, Fell Running Association, Rotary Club, Junior Achievement etc.		
I consent for letters from school to be sent by email.		
I consent for my mobile phone number to be used by an online SMS system in our Management Information System (Arbor) to receive texts from school.		

PARENTAL CONSENT NOTES

I hereby agree to my child participating in recognised activities off the school site but on the Island, for example environmental studies, swimming, joint activities with other schools, etc.

I understand that:

1. such activities will not often extend beyond the school day but if they are likely to do so, adequate advance notice will be given so that appropriate arrangements can be made for his/her safe return home;
2. my specific permission will be sought for any out-of-school activities beyond those outlined above and which could involve commitment to extended journeys or times, expenses or hazards;
3. all reasonable care will be taken of my child in respect of the activity/visit;
4. my child will be under an obligation to obey all directions given and observe all rules and regulations governing the visit/activity and will be subject to all normal school discipline during the visit/activity;
5. any medical conditions or physical disabilities will be notified to the school now and as and when they arise;
6. all pupils are covered by the Department's third party public liability insurance in respect of claim arising from an accident caused by a defect in the school premises, equipment or attributed to negligence by the Department or one of their employees.

DATA PROCESSING

As a member of a school community it is necessary to process your information but this will only be done in accordance with Data Protection Principles. To understand how the Department of Education, Sport and Culture obtains and processes information please refer to the Department's Privacy Notice on <https://www.gov.im/about-the-government/departments/education-sport-and-culture/privacy-notice/>

The information you provide and that obtained from other relevant sources, such as registers, letters you send in, forms etc. will be treated confidentially and used by your child(s) school to fulfil its legal/statutory obligations. Elements of this information may also be shared with trusted third party's who support the school in the delivery of their statutory requirements, where necessary to confirm factual information provided by you, to protect public funds, including the prevention and detection of fraud and/or otherwise required by law.

I understand that I have given consent and permission for my child for the length of their time at Braddan Primary School. Should I wish to amend/revoke any of the permissions I have given/declined on this form, I am responsible for requesting a new School Consent Form to complete and for ensuring that the newly completed form is presented to the School Administration Staff (School Office). I understand that a simple verbal instruction is not sufficient to amend/revoke permissions on this form.

I _____ (print name) give consent and permissions for
my child _____ (print child's name), as indicated in the columns
overleaf.

Signature: _____

Date: _____