



CONSENT FORM - PUPIL PERSONAL DATA

Student Name:

Date of Birth:

During your child's time with us we will gather information about them which we will use for various purposes. A Privacy Notice has been provided 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:

- We inform parents / carers and others present at official events that photographs and videos may only be taken on the basis that they are for personal use and private retention and are not for publication in any manner.
- We do not use photographs or videos, for either internal or external publication, involving any pupil where consent has **not** been granted by a parent / carer.
- We do not use images of pupils in swimwear.
- We do not reveal within the image or alongside it, details such as a pupil's full name, date of birth, home address or telephone number.
- We do not use any photographs or videos of individual pupils on either our websites or official social media accounts unless additional permission is sought. We do not use images of pupils wearing their night attire on school visits.

The Future Generation Trust 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 Trust has no control over these.

Celebrating Your Child’s Achievements and Reporting on Events

Future Generation Trust are very proud of the achievements of all of our pupils, and we want to be able to celebrate these achievements both within the 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 Future Generation Trust to use:</p> <ul style="list-style-type: none"> • Photographs of my child • Videos of my child 		
<p>The following information may be used with the above:</p> <ul style="list-style-type: none"> • First Name • Class • Year Group 		
<p><i>Please only answer if you ticked No to photographs and/or videos above</i></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"> • First Name • Class • Year Group 		
<p>I am happy for the information selected above to be used:</p> <ul style="list-style-type: none"> • On internal screens which may also be viewed by visitors to the academy site(s) and/or on internal notice boards • On the trust and/or academy intranet • On the trust and/or academy website • On the official academy social media sites • In local news media - newspapers, websites and television • In national news media - newspapers, websites and television 		

Promoting the Trust and/or Academy

We want to be able to promote the trust and/or academy to attract new pupils, and to show the quality of the trust and/or academy. As part of this we want to be able to use photographs and videos of our pupils in promotional material, which is principally the Future Generation Trust website.

	Yes	No
I am happy for the information selected below to be used for the purpose of promoting the Future Generation Trust: <ul style="list-style-type: none">• Photographs of my child• Videos of my child		
The following information may be used with the above: <ul style="list-style-type: none">• First Name• Class• Year Group		
<i>Please only answer if you ticked No to photographs and/or videos above</i> I am happy for the following information to be used but only without photographs or videos of my child: <ul style="list-style-type: none">• First Name• Class• Year Group		
I am happy for the information selected above to be used: <ul style="list-style-type: none">• On the trust and/or academy website• In the trust and/or academy prospectus		

Local Visit Consent Form

- a) To take part in local area visits and other activities that take place off school premises; and
- b) To be given first aid or urgent medical treatment during any school trip or activity.

Please note the following important information before signing this form:

- This consent form covers the majority of off-site activities offered by the academy, for example year group visits to local places, as such activities are part of the curriculum and will take place during the school day
- Parents will be kept informed as to the whereabouts of their child at all times and of any extra safety measures required when an activity is due to take place
- Written consent will be sought individually for any activities that need a higher level of risk management, which take place outside of school hours and/or which require a monetary contribution
- You can, if you wish, tell the academy that you do not want your child to take part in any particular trip or activity
- Permissions given will last from the time you sign the form until your child leaves the academy
- You are entitled to withdraw this permission at any time; to change permissions you will need to go to the office and make the changes in writing

Please complete the medical information section below (if applicable) and sign and date this form if you agree to the above.

MEDICAL INFORMATION

Details of any medical condition that my child suffers from and any medication my child should take during off-site visits:

Child's name _____

Date of birth _____ Date form completed _____

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 inform the school office.

This consent will otherwise continue until your child leaves the Future Generation Trust.

Signed: -----

Name: -----

Date: -----