



5th November 2015

Dear Parent/Carer

We would like everyone to complete this form for their child. This is just an update form for information you have already given us but we would like to know if your preferences have changed. Please return to school as soon as possible. Thank you.

Local Area Educational Visits and Internet Use

From time to time young people who attend Havercroft Academy will have the opportunity to take part in an educational visit of a non-hazardous nature within the Local Community. These visits will be fully supervised by Staff and will take place wholly within school hours.

Please sign the form below to indicate that you give your consent for your son/daughter to take part in such visits.

Prior to any visit involving travel outside the immediate locality, taking place outside school hours or involving a potentially hazardous activity you will be informed and asked to give your consent.

I give permission for my son/daughter to take part in local educational visits of a non-hazardous nature, within school hours.

Signed: _____

USING THE INTERNET

As I am sure you are aware ICT is a very important part of the curriculum. We encourage children wherever possible to learn how to use computer equipment effectively and safely.

All lessons in the IT suite are fully supervised by staff, however, on occasion during the lessons the children may wish to/ be required to use the internet.

With regard to this, I write to ask you for your permission for your child to utilise this facility in their ICT lessons.

I give permission for my child to use the internet in school, during a supervised IT lesson.

Name of child _____

Signed: _____



SCHOOL WEBSITE

Our school website is a fabulous way to keep up-to-date with all our school news. Any letters sent home are uploaded to the site on the same day so it's always worth having a look at what's going on in school.

We like to display photographs of events that we have held and we would also like to upload video footage. Images of your child may be used in these different ways of media.

Please sign below if you give your permission for your child's image to be used on our website either in photograph or video form.

I give permission for my son/daughter image to be used on the school website.

Signed: _____

PHOTOGRAPHS

As part of our ongoing collation of evidence, pupil progress assessment and school events diary, we may from time to time include photographic material. These photos/videos may be taken as an individual or with your child working as part of a group.

We may also send home photographs to share your child's progress with you. You should be aware that if a group photo is taken this may be shared with other pupils and families.

Would you please sign below to confirm your child may be photographed/videoed in school.

Signed:

Name of Child.....



PRESS PHOTOGRAPHS

From time to time the local newspaper may visit school to report on activities that we are participating in, e.g. Non Uniform Days, Sponsored Walks etc

I fully appreciate that not all parents would want their child's photograph to appear in the local paper. Therefore I would be grateful if you could complete and return the form below.

This information will then be kept on file for the duration of your child's place at Havercroft Academy. Should your view change at anytime from completing this form, I would be grateful if you would update the school office.

Please tick as appropriate.

Name of Child:	
Yes, my child may be photographed and named in the local paper.	
No, I do not wish my child to be photographed or named in the local paper.	
My child may be photographed for the local paper, but not be named.	

Yours sincerely

Headteacher