



Dear Parent / Carer

At Uppingham Community College, we aim to provide a positive, aspirational learning environment to support all our students in improving their life chances. In order to achieve this we need to work in partnership with parents, students, governors, the Local Authority and carefully selected outside agencies.

Due to new General Data Protection Regulations (GDPR) which came into effect in May 2018, schools must now provide parents with an opportunity to opt in or out of any data sharing. We are the Data Controller for the purposes of the GDPR and the personal data we hold is used to support teaching and learning, monitor and report on your child's progress, provide appropriate pastoral care and assess how well your child is doing.

We will not give information about your child to anyone outside the school without your consent unless the law and our rules permit it. However, we are required by law to pass some of your information to the Local Authority (LA) and the Department for Education (DFE).

To ensure we are meeting the new requirements, we need to seek your consent for some of the ways we use information about your child.

If you're not happy for us to use information in the ways we list below, that's no problem – we will accommodate your preferences.

Similarly, if you change your mind at any time, you can do this by completing the consent withdrawal form. This form is available on our website or from the school office. In addition, you can let us know by email.

Conditions of Use:

- This form is valid for the duration of your child's education at Uppingham Community College. Your consent will automatically expire after this time;
- The College will not re-use any photographs or recordings of your child that are incompatible with the original purposes explained to you;
- If we use photographs of individual pupils, we will not use the full name of any child in any accompanying text or caption unless consent has been given, nor will we include any other personal information;
- We may use group or class photographs or footage with very general labels, such as 'a science lesson';
- We will only use photographs and videos of pupils who are suitably dressed;
- Parents should note that websites can be viewed throughout the world and not just in the United Kingdom, where UK law applies.

Student Surname:		Student Forename:	
------------------	--	-------------------	--

Tutor Group:	
--------------	--

PLEASE COMPLETE ALL SECTIONS BELOW, INDICATING WHETHER YOU GIVE YOUR CONSENT IN EACH CASE BY TICKING THE APPROPRIATE BOX.

Photographs, Video and Media – I give consent for my child's		
	Yes	No
Photograph to be in printed publications that we produce for promotional purposes such as a prospectus or on project display boards?		
Image to be recorded on video or webcam?		
Image to be used in the media? <i>(for example in the local press, radio or TV)</i>		
Image/video to be used on the UCC website and Social Media sites used by the school/college e.g. Twitter and Facebook? <i>Any images used would not include names of students without permission.</i>		
Do you consent for your son or daughter's name to be released for publication such that they may be identified as an individual or as part of a small group? For example raising money for charity that is recognised in the local media or celebrating exam result success.		
To be photographed by a professional photographer and release to your family for sale? The photographer would have possession of the photos on their equipment, not school equipment.		
Can your child participate in events and performances that may be recorded or photographed and shared with the school community?		

Careers & Workplace Placements – I give consent for:		
	Yes	No
School to share details of my son/daughter with potential workplace placement providers		
School to share details of my son/daughter with careers advisers.		

Internet Use		
As part of the school's IT provision we offer students access to the internet and email facilities. Our internet service provides a high level of protection and we audit student use. Students are required to give written agreement to be bound by the terms.		
I give consent for my child:		
	Yes	No
To use electronic mail and the internet. I understand that students are held accountable for their own actions.		

Biometrics – I give consent to:		
	Yes	No
Information from the finger scan of my child being taken and used as part of an automated biometric recognition system for access to cashless dining facilities and library borrowing. I understand that I can withdraw this consent at any time in writing.		

Third Parties – I give consent to:		
	Yes	No
School to share basic details with third party providers such as sports providers and Duke of Edinburgh Award scheme.		
School to share basic details with third party providers that are used to help with monitoring progress and achievement.		

Medical – I give consent for:		
	Yes	No
My child to be given first aid by a trained member of staff during any on-site or off-site activity.		
My child to receive urgent dental, medical or surgical treatment, including anaesthetics, as may be considered necessary by medical authorities present, during any on-site or off-site activities.		
My child's information to be shared with the NHS or other relevant health professionals.		
Staff to administer medicines as specified on signed medical forms.		
I will ensure that any regular medication e.g. asthma inhalers, epipens are provided for use in school and on a school visit.		
Take part in food preparation/cooking and tasting activities.		
<i>Please outline any food allergies/specific dietary requirements:</i>		

Other Consent:		
	Yes	No
Should my child need additional nurture, i.e. counselling, I give consent for my child to have one-to-one sessions or any other nurture the school considers appropriate, e.g. behaviour management.		

Consent form for School Trips, Extra-Curricular Activities and Sports Fixtures

The trips and activities covered by this consent include all visits (excluding residential) which take place during the school day and outside of the school day. Individual consent forms will be required for any residential trips.

The school will send you information about each trip or activity before it takes place and you can, if you wish, tell the school that you do not want your child to take part in any particular school trip or activity.

Written parental consent **will not** be requested from you for the majority of off-site activities offered by the school, for example, year-group visits which are considered part of the school's curriculum and usually take place during the normal school day.

All medical information and emergency contact details will be taken from what you have already provided and held on file at school.

'When making arrangements for school trips it is necessary to share information about your child with the venue, accommodation and transport providers for legal and safeguarding reasons. If travelling overseas this will also include immigration control.

Details about your child may be required by insurers.'

FOR TRIPS OUTSIDE THE UK

'Whilst pupils are outside the UK school staff and those supervising, travelling or arranging travel or accommodation may communicate with parents and carers using the contact information provided. At times this may be using mobile communications, social media or other methods that may require data to be stored or travel outside of the approved EU locations. We believe that keeping parents and carers informed about the wellbeing of their children must be the priority. Data sharing in such cases will be limited to what is necessary.'

School Trips & Off Site Visits – I give consent for my child to take part in:

	Yes	No
Off-site sporting fixtures/extra-curricular activities/trips during the school day.		
Off-site sporting fixtures/extra-curricular activities/trips outside of the school day.		

Signed Parent/Guardian: _____ Date: _____