4 April 2019

Dear Parents and Carers

**GDPR Consent - Year 7 and 8 Parents and Carers**

Due to GDPR regulations we are required to obtain your consent regarding your son/daughter's data and images. This consent will allow us to provide the best support for your son/daughter and celebrate their personal and academic achievements. Safeguarding is our number one priority, therefore the new GDPR regulations have resulted in very few changes to our School systems as we were already compliant in most areas. However, we do need parental consent for students in Year 7 and 8 for the items listed on the attachment. On commencing in Year 9, students will be asked to sign another consent form, as they will be above the age of 13.

Please do not hesitate to contact the School if you wish to clarify the details of the consent form.

Thank you for your support and understanding with this matter

Yours sincerely

Mr C Hambleton
Acting Deputy Headteacher
GDPR – Parent/Carer Consent Form

Name of Student: ......................................................... Year Group / Form: .................

Rickmansworth School collects information from you and may receive information about you. We hold this personal data securely and use it to support your son/daughter’s teaching and learning, monitor and report on your son/daughter’s progress and provide appropriate pastoral care.

There is some data we store, for example your contact details and your son/daughter’s assessment details that we have to keep for the purposes of the day-to-day running of the School. For the purpose of obtaining exam qualifications, we share your son/daughter’s name with exam boards, and may also share coursework e.g. audio and visual work, where relevant.

Please answer the questions below, then sign and date the form and return the completed form to the School Office. Where there is shared parental responsibility with a partner/spouse we will assume this is shared consent and one of you may sign the form.

Parental consent for the items below will enable us to communicate with you effectively and celebrate the achievements of your son/daughter. Please be assured that the Safeguarding of our students is our main priority and giving consent to the matters below will not jeopardise this priority.

Please circle your answer:

1. Can your son/daughter’s details be shared with other service providers used by the school such as Groupcall, SAM Learning, Show My Homework in order to support your son/daughter’s learning. Yes/ No

2. May we use your son/daughter’s photograph in the School prospectus and other printed publications that we produce for promotional and marketing purposes? Yes/ No

3. May we use your son/daughter’s image on our website and in appropriate social media / publicity documentation? (If we name a student in the text, we will not use a photograph of that student to accompany the article.) Yes/ No

4. May we use, if selected your son/daughter’s work on our website? Yes/ No

5. May we record your son/daughter’s image on video or webcam (excluding CCTV)? Yes/ No

6. Do you consent to your son/daughter’s image to be used within School for display purposes? Yes/ No

7. May we use your son/daughter’s audio and visual exam work to support other students? For example, sharing drama, music and PE coursework Yes/ No

Parents/Carers consent will be recorded on the School’s Management Information System and will be retained no longer than is necessary for the purpose the data was obtained for.

This form is valid indefinitely from the date you sign it. It is your responsibility to let us know if you want to change or withdraw your agreement at any time.

I have read and understood the conditions of use.

Signature: ......................................................... (Parent/Carer) Date: ......................

Parent / Carer Name: .............................................................................................................
**Conditions of School Use:**

- If we use photographs of individual students, we will not use the name of that student in the accompanying text or photo caption.

- Sixth Form students who consented for their photo, academic achievement and university destination to be shared; will only be displayed within the School.

- If a student has won an award and the parent would like the name of their student to accompany their picture we will obtain permission from the parent before using the image.

- We will not include personal e-mail or postal addresses, or telephone or fax numbers on video, on our website, in our School prospectus or in other printed publications.

- We may include pictures of students and teachers that have been drawn by the students.

- Upon leaving Rickmansworth School photographs or recordings of your son/daughter will only be used for internal school purposes. Historic photographs and videos will remain on our School website and social media feeds.

- We will only use images of students who are suitably dressed, to reduce the risk of such images being used inappropriately.

- Parents/Carers consent will be recorded on the School’s Management Information System and will be retained no longer than is necessary for the purpose the data was obtained for.