

### Consent

Since the introduction of the General Data Protection Regulation (GDPR) Consent has to be more explicit transparent so at the point of data collection, the individual will need to be informed exactly how their data will be used and who it will be shared with. Please refer to our schools **Privacy Notice** for more detailed information, this is available from the school office and can be downloaded from the schools website.

Due to the GDPR we need to obtain your consent for certain activities we carry out in school. These help to enhance your child's education, promote your child's wellbeing and keep you informed. This consent will be for the whole time that your child will be attending the school. **Please note you can withdraw consent at anytime by contacting the school office.**

### Email and Text Service

We would like to use the email address and mobile number that we have on record, so that we can continue to communicate with you using our text and email service. For safeguarding reasons, phone-calls and letters will always be used to communicate safeguarding, wellbeing and other personal messages relating to your child. However we may also contact you with information about, but not restricted to, school based activities. For example, activities in the school community (such as a fete ) and other activities which may be of benefit to you or your child(ren).

I give consent for my email and mobile number being used for the purpose stated above. Yes  No

### Photography and Video

Occasionally we may take photographs of the children at our school this may be on individual basis or as part of a group. We use these images to enhance the children's education and to make them feel good about themselves. We may also use them as part of our school displays, children's books and sometimes in other printed publications. We may also use them on our school website and our school based social media activities. If we use photographs of individual pupils, we will not use the name of that child in the accompanying text or photo caption.

If we name a pupil in the text, we will not use a photograph of that child to accompany the article. If a child has won an award and the parent would like the name of their child to accompany their picture we will obtain permission from the parent before using the image. Photos may very occasionally appear in the press too promote the good work of the school. Video's of plays and activities maybe taken for internal school use only or sold/given to parents.

I give consent for child's photo to be used for the purposes stated above. Yes  No

### Local Visits

During your child's time at our school, they may be involved in a number of local visits, these may involve visits to the local shops, other schools, park, library or places of worship. We also use off site provision in the local area for sports activities. This provision helps us enhance the PE curriculum.

We must obtain parental/guardian permission for your child to participate and without this consent, your child will not be able to participate in any of these off site activities. For trips that include booked transport and are outside the local area you will be asked to sign a separate consent form giving precise details of the trip.

I give consent for my child to go on local educational trips. Yes  No

### Other Consent

I give consent for my child to travel to local primary and secondary schools for, but not restricted to, sports activities, music events etc. with school staff, governors or parents. Safety legislation will always be adhered to. Yes  No

I give consent for my child to eat food, which is a product of cooking or food tasting as part of the schools curriculum. Yes  No

I give consent for my child to use the Internet in school to enhance the curriculum all in line with the schools e-safety policy. Yes  No

If your child receives a minor injury, he or she may require a plaster. I give consent for plasters being used on my child. Yes  No

Do to an incident in school, an emergency situation, sudden illness or accident your child may require intimate care (e.g assisted showering, toileting , changing into other clothes) I give consent for intimate care to be given on my child. Yes  No

Your name (Please print) \_\_\_\_\_ Date: \_\_\_\_\_

Your Signature: \_\_\_\_\_

### For office use only

UPN Number:  Admission Date: \_\_\_\_\_ Birth Certificate Checked:

Admission No:  Year:  Passport Checked:

DFE Grade:  Class:  ID Card:

Previous school records/CTF received Date: \_\_\_\_\_



# Hose Church of England Primary School

## Data Collection Sheet



This data is being collected for the purpose of essential school information to comply with legal requirements and is in accordance with the Article 6 and Article 9 of the GDPR, Education Act 1996 Regulation 5 of The Education (Information About Individual Pupils) (England) Regulations 2013

Not only does this data help us to operate as an Educational Establishment but it also helps us to keep your child safe and provide an education that is tailored to their needs. It is important that the information we hold is up to date. Please let us know as a matter of urgency if the information we hold about your child has changed.

For more detailed information about how we collect and use this information please refer to our Privacy Policy, Data Protection Policy and Retention Policy. These are available on the schools website or a copy can be requested from the school office.

If you should have a concern about the way we are collecting or using your personal data, you should raise your concern with us in the first instance or email our Data Protection Officer: info@dporforschools.co.uk

### CHILDS DETAILS

Surname: \_\_\_\_\_ Forename: \_\_\_\_\_

Middle Name: \_\_\_\_\_ Gender (Male/Female): \_\_\_\_\_

Date of Birth: \_\_\_\_\_ National Identity \_\_\_\_\_

Home Address: \_\_\_\_\_

Postcode: \_\_\_\_\_ Home Telephone: \_\_\_\_\_

Please note: There are two boxes for non-parental contact details on the following page. Please enter details in priority order for each of the four contact names indicating the order in which they should be contacted in an emergency.

### PARENT/CARER/OTHER – Contact Information

Priority 1

Title and Surname: \_\_\_\_\_ Forename: \_\_\_\_\_

Mobile \_\_\_\_\_ Relationship to Pupil: \_\_\_\_\_

*The above mobile will be used for text messaging* Email: \_\_\_\_\_

Parental Responsibility: Yes / No Postcode: \_\_\_\_\_

Status: Asylum Seeker  Refugee  Not applicable

Place of Work (if working): \_\_\_\_\_ Work Contact No: \_\_\_\_\_

Date of Birth \_\_\_\_\_ National Insurance Number \_\_\_\_\_

As the person named above in 'Priority 1' I confirm that I have obtained consent from Priority 2 (if not a parent) Priority 3 and Priority 4 to add their details as a point of contact for the above named child.

**Where parents live separately, it would be helpful if you could answer the question below:**

Do you wish the other parent to be contacted? Yes / No / Only in an emergency (please delete as appropriate)

**PARENT/CARER/OTHER – Contact Information** Priority 2

Title and Surname: \_\_\_\_\_ Forename: \_\_\_\_\_

Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

Relationship to Pupil: \_\_\_\_\_ Parental Responsibility: **Yes / No**

Do you live at the same address as the child? **Yes / No** If not, please provide home address  
 \_\_\_\_\_ Postcode: \_\_\_\_\_

Status: Asylum Seeker  Refugee  Not applicable

Date of Birth \_\_\_\_\_ National Insurance Number \_\_\_\_\_

**Non Parental Emergency Contact information** Priority 3

Title and Surname: \_\_\_\_\_ Forename: \_\_\_\_\_

Home Landline: \_\_\_\_\_ Mobile: \_\_\_\_\_

Relationship to pupil: \_\_\_\_\_

**Non Parental Emergency Contact information** Priority 4

Title and Surname: \_\_\_\_\_ Forename: \_\_\_\_\_

Home Landline: \_\_\_\_\_ Mobile: \_\_\_\_\_

Relationship to pupil: \_\_\_\_\_

**Information that will help us to help your child**

**Lunch time meal arrangements**  
 Please note if you are in receipt of Income Support, or Income Based Job Seekers Allowance then you will be entitled to claim for Free School Meals. Please see someone in the reception office to complete a form to claim for this.

Paid School Meal  Universal Free School Meal (Reception - Yr2)  Home

Free School Meal (Voucher date)  Date \_\_\_\_\_ Packed Lunch:

Dietary Requirements

Artificial Colouring Allergy  Gluten Free  No dairy produce  No Nuts

Meat  Halal Meat  Vegetarian

Other (Please Specify) \_\_\_\_\_

**Religion**

Christian  Hindu  Jainism

Jewish  Muslim  No Religion

Sikh  Buddhist  Refuse to disclose

Other Please Specify \_\_\_\_\_

**Home Language** Do you MAINLY speak English at home? Yes / No

Which additional language(s) do you speak at home:

None  Bengali  French  Gujarati  Polish

Punjabi  Hindi  Urdu  Arabic  Other \_\_\_\_\_

**Ethnicity and Nationality Please tick**

<b>White</b>		<b>Mixed / Dual</b>	
White – British <input type="checkbox"/>		White & Asian <input type="checkbox"/>	
White – Irish <input type="checkbox"/>		White & Black African <input type="checkbox"/>	
Traveller of Irish Heritage <input type="checkbox"/>		White & Black Caribbean <input type="checkbox"/>	
White European (non UK) <input type="checkbox"/>		Any Other Mixed Background <input type="checkbox"/>	
White Other <input type="checkbox"/>		<b>Black / Black British</b>	
<b>Asian / Asian British</b>		Black Caribbean <input type="checkbox"/>	
Indian <input type="checkbox"/>		Other Black African <input type="checkbox"/>	
Pakistani <input type="checkbox"/>		Any other Black background <input type="checkbox"/>	
African Asian <input type="checkbox"/>			
Other Asian <input type="checkbox"/>		<b>Others</b>	
		Any Other Ethnic Group	

**Nationality**  
 Nationality is the state of being part of a nation whether by birth or naturalization or ties to a specific nation. An example of nationality is British to a person born in the UK.

British

Irish

Indian

Pakistani

Polish

Ukrainian

African

Other \_\_\_\_\_

If you have newly arrived in England can you please state the date you arrived and which country you have come from: Date: \_\_\_\_\_ Country: \_\_\_\_\_

**Medical Information**

Has your child been diagnosed with Special Needs? **Yes / No**

Physical Disability  Hearing Impairment  Visual Impairment

Needs Medication  ASD/Aspergers/Other

Other (Please specify) \_\_\_\_\_

Does your child require an Epipen?  Does your child use an asthma inhaler?

Does your child have any medical conditions that the school should be aware of? \_\_\_\_\_

Doctor's Name: \_\_\_\_\_ TEL: \_\_\_\_\_

Address: \_\_\_\_\_

**Has your child attended another school? Yes / No**

Name of School/Nursery \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Does your child have any brothers or sisters? **Yes / No** If yes, please give details below:

Name	Age	School Attending
_____	_____	_____
_____	_____	_____
_____	_____	_____

Please use this space to give us any information about your child that you feel we should know and which hasn't already been covered by this form: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_