



Ravensmead Primary School

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www.ravensmead.staffs.sch.uk

Headteacher: Mr D. Bell, B.Ed (Hons), M.A

Ravensmead Annual Consent Form - Academic Year September 2016 – July 2017 and “Free School Meals”

September 2016

Dear Parents/Carers

Throughout the year various consent forms are often sent home by teachers asking for permission for various activities requiring parental consent. The school has, in the past, attempted to reduce the need to constantly send home such consent letters by asking for a general permission for local visits (see section 1 overleaf). However, it is now a Health and Safety requirement that these forms are renewed annually and I would ask that you **complete and return the form overleaf to school by Friday 16th September at the latest.**

Please be assured that the school will still seek your permission for visits further afield but short trips to the local area, library or shops can add so much to your child's education and it makes such visits easier and quicker to arrange if consent is already given. Your child's safety is always our number one priority and full risk assessments are carried out for any activity that takes place off site.

You will obviously be aware that photographs and images are taken on school visits and during performances. These may be used to support your child's learning experiences including EYFS Learning Journals, and may be displayed around the school. On occasion photographs may appear in the local press or on the school website. If, however, you have any strong objections to your child's photograph being published, please indicate in writing to the headteacher with your specific wishes (see section 4 overleaf). Parents should also be aware that the school has its own Professional Conduct Agreement for practitioners. Please see section 5 overleaf for consent regarding E-Safety.

All schools must conform to the Legislative Framework including Data Protection Act (1998) in which there are eight principles, Freedom of Information Act 2000, Human Right Act 1998. These are addressed in Ravensmead's Mobile Phone and Camera Policy for All Year Groups including Early Years Settings. These important policies are available from the School office and are also on the school website. The Policy includes “The Parental Photography Agreement” which has a number of important features including the statement that images of any sort are only to be taken for personal use and at no time to be loaded on the Internet including any form of social media.

From September 2015 all children who were in Reception, Year 1 or Year 2 in a State funded school were offered a free healthy school lunch. It is very important for school funding that all families including those with children in these year groups apply for ‘free school meals’. I would ask all families to apply online for Free School Meals and **if your new application is successful you will receive a voucher for £100 from Smart Uniform**, our school uniform suppliers. It is very easy to apply, there is a link via the school website: www.ravensmead.staffs.sch.uk or the school office staff will be more than happy to apply on your behalf. Your application will be dealt with in complete confidence. It is not necessary to complete this form again if you are already in receipt of this benefit.

Whilst requesting local visit consent, it seems sensible to update a few other areas relating to Health and Safety and you will therefore also find overleaf separate sections to complete for food allergies (section 2) and asthma (section 3). This will again prevent separate forms being sent at a later date. Can I request that you check the attached data form which contains the information we hold for your child and if there are any changes to the current information we have on file, **eg medical information, change in telephone number/contact details you amend this. Please add any relevant information to the Data Collection Sheet and sign, date and return this also.**

Thank you for your support in these very important areas of school life.

Yours sincerely

Mrs J Weston
Deputy Headteacher

Mr D Bell
Headteacher

P.T.O.....

A. Ravensmead Primary School 2016/17 Annual Consent Form

Childs Name:

Class

1. Annual Consent for local Visits 2016/2017

I give permission for my child to take part in visits to the local area which are in walking distance of the school, or in the case of visits to local schools e.g. Sir Thomas Boughey High School, require a short coach trip.

I understand that the school will seek my permission annually for such visits and that separate permission will be sought for visits outside of our local area.

2. Annual Consent for Food Tasting Activities and Disclosure of Allergies 2016/2017

My child has **no known food allergies** and may sample or handle food stuffs relating to various curriculum areas safely: Yes

If 'No' please complete details - My child has the following food allergies:

3. Annual Update of Medical Records 2016/2017

It is extremely important that children who suffer from asthma have a named inhaler in school which they will be responsible for in KS 2. Foundation Stage & KS 1 teachers will hold them in a safe place. We must have an updated list of pupils with asthma so PLEASE indicate below if this is the case for your child.

My child suffers from asthma Yes/No

4. Consent for Recording of Images for Children's Records/Displays and Parental Photography Agreement

I agree with the School's Mobile Phone and Camera Policy with regard to taking, recording and use of images by school staff and parents. (This Policy can be found on the school website: www.ravensmead.staffs.sch.uk)

5. Consent to support my child to follow the school's E-Safety and Acceptable Use Policy

I consent to my child following the school's E-Safety and Acceptable Use Policy.

This Annual Consent Form supports compliance with the 3 parts of the legislative framework. The consent applies to all year groups including Early Years.

Signed

Date Agreed