

1. Permission for my child to travel on coaches and buses as part of school trips relating to the curriculum.

Why is permission being sought?

Occasionally we use transport to take our children to visit museums, galleries and other places of local interest as part of their curriculum. We may also visit local schools for specific activities using coaches or buses. I understand that the teacher in charge of the party will be acting in loco parentis and may give permission for my child to receive medical treatment which might include the use of anaesthetics and blood transfusion as considered necessary by the medical authorities present*.

What are the school's responsibilities?

To ensure that a full risk assessment is undertaken. To supervise children appropriately. To ensure that all buses and coaches are fitted with seatbelts.

2. Permission for my child to walk in the local area as part of supervised visits and trips.

Why is permission being sought?

- To help support the delivery of our curriculum we may visit local places of interest including parks, libraries, local churches etc.
- I understand that the teacher in charge of the party will be acting in loco parentis and may give permission for my child to receive medical treatment which might include the use of anaesthetics and blood transfusion as considered necessary by the medical authorities present*.

What are the school's responsibilities?

- To ensure that full risk assessment is undertaken of the route that we are walking including any crossing points.
- To supervise children appropriately.

I understand that the council is insured in respect of its legal liabilities only and that there is no personal accident cover (parents or guardians may take out personal cover if they feel it necessary) In effect, this means that accidents can arise for which the council is not responsible, and consequently, not insured. Parents/Carers may wish to obtain suitable insurance to cover such eventualities.

3. Permission for my child to work with animals.

Why is permission being sought?

- To help support the delivery of our curriculum we may visit local farms and Chester Zoo or have companies visit us with animals.
- I understand that the teacher in charge of the party will be acting in loco parentis and may give permission for my child to receive medical treatment which might include the use of anaesthetics and blood transfusion as considered necessary by the medical authorities present*.

What are the school's responsibilities?

- To ensure that a full risk assessment is undertaken.
- To supervise children appropriately.

4. **Permission for my child to participate in food tasting activities.**

Why is permission being sought?

- Food tasting and cookery is part of the national curriculum. It is used in design and technology and to promote experience of other cultures and countries.
- Free fruit is provided as part of the National Free Fruit for Schools Scheme, all the children in Foundation 1 (Nursery), Foundation 2 (Reception) and Key Stage 1 (Year 1 & 2) receive one portion of fruit each day.

What are the school's responsibilities?

- To ensure that we take into consideration all children's dietary needs and requirements.
- To ensure that we prepare and store foods correctly.
- To positively encourage children to participate.

5. **Permission for my child to be filmed or photographed in school.**

As you may be aware, the General Data Protection Regulations came into force on 25th May 2018. This has placed additional obligations on organisations which will affect how they handle data.

We take cyber security and data protection very seriously and we have put steps in place within our organisation to ensure we maintain secure and compliant systems. As part of this obligation we have reviewed our consents to photographic images.

As a school, we regularly use photographs to show how our pupils and the school as a whole develop. Images can also help us illustrate and communicate with parents about upcoming events and can help advertise and market the school to prospective parents and pupils.

We are also aware that parents and pupils really enjoy being able to view their images and would like to give all pupils this opportunity.

There are a number of instances when the school may take photos of your child, specifically: -

- We publish photos on the school's website to promote the school to current and prospective parents as well as providing updates on our current events;
- We publish photos on our social media accounts [such as Twitter] to provide updates on events and news within the school.
- Within our newsletters, we may provide photos of recent events or achievements from our pupils;
- We may also use other promotional materials such as banners and signs which may contain photographic images for prospective parents to view;

- We may be visited by the media who will take photographs or film footage of events. Pupils will sometimes appear in these images, which may then be published in local or national newspapers, in televised new programmes and on social media sites.;
- We publish photos in and around the school building to illustrate to current pupils and parents' life around the school including educational materials and images of recent trips and events. These can be seen from time to time by other parents or visitors within the school;
- In promotional materials to show the history and character of the school to future generations.

We follow guidance as set by data protection legislation (mainly the General Data Protection Regulations) as well as guidance set by the Information Commissioner's Office on taking photos in schools and obtaining consent.

The data protection laws give children rights over their own data where they are considered to have the required capacity to understand their data rights. Most children will reach this level of understanding from the age of 12 and so it may be necessary for the school to obtain this consent from the child directly. If this is not suitable, the school will consider preferences set out below.

Usually pupils will not be named in the photographs unless they gain specific consent in the first instance.

We would like to seek your consent to the use of your child's images and will respect your decisions when publishing photos moving forward.

You can withdraw your consent at any time and can do so by writing to the school office asking them to stop using your child's images. At that point they will not be used in future publications but we cannot prevent them from continuing to appear in publications already in circulation.

6. Internet Access/E-Safety

Why is permission being sought?

- As part of the school's ICT programme, we offer children supervised access to the Internet to support their learning in different areas of the curriculum.

What are the school's responsibilities?

- To monitor the children's school use of the internet.
- To ensure that filters are in place and regularly updated for all school IT equipment.
- To teach the children about e-safety and appropriate use of the internet.
- To ensure the children are aware of the school's reporting procedures in the event of inappropriate content being viewed.
- We may use videos on YouTube for enhancement of the curriculum or as a reward.

What are the school's responsibilities?

- To monitor the children's access.
- To teach the children how to locate appropriate video content.

7. Mobile Phones in School (Year 6 only)

Why is permission being sought?

- To ensure the safety of children authorised to travel unsupervised between their home and school.
- I understand when mobile phones are misused it can impact on an individual's dignity, privacy and right to confidentiality.
- I understand that my child must hand their mobile phone to a member of staff and then stored in a locked cupboard.
- I understand that a mobile phone will not be used on school premises.
- Under no circumstances is my child permitted to take images or make recordings on their mobile phone.

What are the school responsibilities?

- If a child fails to follow the school policy, their mobile phone will be confiscated and placed in the school safe. The phone must then be collected by a parent. The child will be given a warning and a reminder about school policy.
- Please note that Wirral Borough Council, their officers and Servants accept no responsibility for the loss of or damage to the property brought into school.