

Hayfield School

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HEADTEACHER: Mr L Comber

If you need this
letter in large print
or any other help
please ring us on
677 9303

"Learning
to live
and love
life -
together"

7th September 2015

Dear Parents and Carers,

Curriculum Access at Hayfield School/E Safety

Dear Parent/Carers

At Hayfield we endeavour to enable our children to have access to a curriculum that is wide, varied and stimulating

To help support the delivery of our curriculum we ask families to give permission for their children to participate in various school activities.

I am enclosing with this letter a form (*School Permission Requests*) that we would kindly ask for you to sign.

It contains a number of requests for consent that will enable your child to fully participate in our curriculum.

You may recognise that you did give your permission to these requests when your child first started at Hayfield; but as part of an audit, and keeping records up to date, we are asking all parents to sign these forms again.

Internet Safety

Over the next week or so, and indeed throughout the year, your child will be doing work on Internet Safety. This will obviously be at a level that is appropriate to their understanding. We will be asking the children to 'sign-up' to our school safety rules and our older children will sign the consent form accompanying this letter. Could you please sign this form too (*E-Safety Rules Consent Form*) and send it back into school along with the School Permission Requests Form.

Kind regards

Sue Wilson

Deputy Head teacher



Article 29: "Education must develop every child's personality, talents and abilities to the full..."





Why is permission being sought?	What are the school's responsibilities?	
<ul style="list-style-type: none"> • We use photography and video throughout the curriculum. Children may use it to film their play performance or take photographs of their work and other activities in the curriculum. • We use photography and video for assessment purposes • We also use photographs to celebrate achievements in school. • So that parents and children can film <u>authorised</u> events (nativity plays, school trips etc). • Some rooms in school and areas around school are protected with CCTV 	<ul style="list-style-type: none"> • To ensure that all photographs/videos are appropriate and related to educational purposes. • To ensure that all photographs and videos are stored securely on password protected computers or encrypted memory pens. • Not to pass any photographs or video on to any 3rd party without parental permission. • To ensure that children's names are not printed next to photographs. Unless authorised by Parent/Carer • To ensure that all parents and carers are fully aware that photographs and videos taken at <u>authorised events</u> cannot be published on Internet sites including Facebook and other social networking sites. • To ensure that children and adults are safe in areas around school 	
I give permission for my child to be photographed or recorded as part of school activities and daily life.		
	Signature	Name
I understand that any photographs or recordings that I take at authorised school events (performances, sports day etc) cannot be posted or shared on Internet sites.		
	Signature	Name

Why is permission being sought?	What are the school's responsibilities?	
<ul style="list-style-type: none"> • Food tasting and making is part of the National curriculum. It is used in Design and Technology and to promote experiences of other cultures and countries. • We seek to support some of our children in the restriction to their diet because of sensory dysfunction and flexibility of thought • We want our children to participate in these sessions and enjoy the experience with their peers 	<ul style="list-style-type: none"> • To ensure that we check all children's dietary needs and requirements. • To ensure that we prepare and store all food correctly. • To encourage children to participate but never to force them to eat. • To deliver the curriculum 	

Please list any allergies, dietary requirements (no pork etc) or food intolerance that your child

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may have below:

I give permission for my child to participate in food tasting activities.

Signature

Name

Permission Letter for Network and Internet Use

Hayfield School
E-Safety Rules
Consent Form



All pupils use computer facilities including Internet access as an essential part of learning, as required by the National Curriculum. Both pupils and their parents/carers are asked to sign to show that the e-Safety Rules have been understood and agreed.

Pupil:

Year Group:

Pupil's Agreement

- I have read and I understand the school e-Safety Rules.
- I will use the computer, network, mobile phones, Internet access and other new technologies in a responsible way at all times.
- I know that network and Internet access may be monitored.

Signed:

Date:

Parent's Consent for Web Publication of Work and Photographs

I agree that my son/daughter's work may be electronically published. I also agree that appropriate images and video that include my son/daughter may be published subject to the school rule that photographs will not be accompanied by pupil names.

Parent's Consent for Internet Access

I have read and understood the school e-safety rules and give permission for my son / daughter to access the Internet. I understand that the school will take all reasonable precautions to ensure that pupils cannot access inappropriate materials but I appreciate that this is a difficult task.

I understand that the school cannot be held responsible for the content of materials accessed through the Internet. I agree that the school is not liable for any damages arising from use of the Internet facilities.

Signed:

Date:

Please print name:

Please complete, sign and return to the School Office

Think Then Click!

These rules help us to stay
safe on the Internet



We only use the internet when an
adult is with us

We can click on the buttons or links
when we know what they do.



We can search the Internet with an
adult.

We always ask if we get lost on the
Internet.



We can send and open emails
together.

We can write polite and friendly
emails to people that we know.





Think then Click!



E-Safety Rules for Key Stage 2

At Hayfield School :

- We ask permission before using the Internet.
- We only use websites that an adult has chosen.
- We tell an adult if we see anything we are uncomfortable with.
- We immediately close any webpage we not sure about.
- We only e-mail people an adult has approved.
- We send e-mails that are polite and friendly.
- We never give out personal information or passwords.
- We never arrange to meet anyone we don't know.
- We do not open e-mails sent by anyone we don't know.
- We do not use Internet chat rooms.
- We do not use mobile phones in school.

The school may exercise its right to monitor the use of the school's computer systems, including access to web-sites, the interception of e-mail and the deletion of inappropriate materials where it believes unauthorised use of the school's computer system may be taking place, or the system may be being used for criminal purposes or for storing unauthorised or unlawful text, imagery or sound.