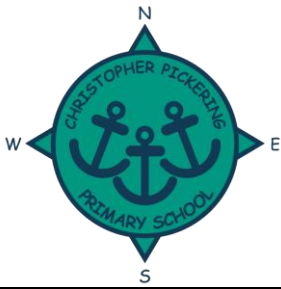


CHRISTOPHER PICKERING PRIMARY SCHOOL



Consent and Agreement Information

Please read the following information. If you require any further details, please do not hesitate to contact the school. Once you have read and understood the information, please complete the 'Consents and Agreements' form appropriately.



Agreement 1

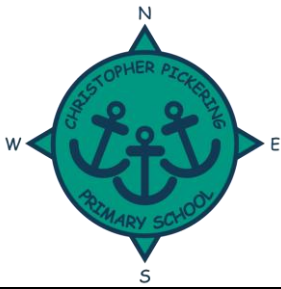
CHRISTOPHER PICKERING PRIMARY SCHOOL

Good Behaviour Policy

At Christopher Pickering Primary School, we aim to be a place of excellence, where children can achieve their best in their academic, creative, personal and physical development. We are committed to helping children to developing socially acceptable attitudes, self-discipline and self-confidence, as well as an acceptance of responsibility for their own actions. We strive to maintain close partnerships between children, parents and staff to develop children who will be life-long learners and responsible citizens.

Our Good Behaviour Policy supports the school community in aiming to allow everyone to work together in an effective and considerate way.

Please find enclosed the full policy, as a separate document, which we request you to read.



Agreement 2

CHRISTOPHER PICKERING PRIMARY SCHOOL

Digital Media

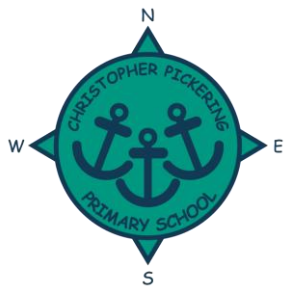
We increasingly use digital media including photographs, videos and audio recordings of the children at school, whilst taking part in a range of activities. This digital media maybe used as part of displays but increasingly they are posted on our school website, Twitter account, YouTube channel, and any other appropriate social sites. Digital media may also be used in the local or national newspapers or on televised news programmes as a result of our posts.

During your child's time at this school, they may be photographed undertaking various activities in lessons, on school trips or competing in sporting events.

It is school policy to ensure that the personal details or full names of any child or adult in a photographic image or video are not used. We may also use a group or class photograph with a very general caption.

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

If you do not consent, digital media we hold of your child will not be shared either in school or publicly.



Agreement 3

CHRISTOPHER PICKERING PRIMARY SCHOOL

Responsible Use of the Internet

As part of pupils' curriculum enhancement and the development of ICT capability, Christopher Pickering Primary School is providing filtered access to the internet.

Pupils will be able to exchange electronic mail with partner schools and research information from museums, libraries, news providers and suitable Web sites as part of their learning.

Although there have been concerns about pupils having access to undesirable materials, we are taking positive steps to deal with that possibility. We have purchased our Internet access from a supplier that operates a filtering system that restricts access to inappropriate materials. All our screens are in public view and, as stated above, access will be filtered.

I enclose a copy of Rules for Responsible Internet Use that we operate at Christopher Pickering. A full copy of Christopher Pickering Primary's Internet Policy is available in school for inspection.

Acceptable Use Policy for Students

These rules will keep you safe and help us be fair to others.

- I will only access the systems with my own login and password, which I will keep secret
- I will not access other people's files
- I will use the computers for school work and homework
- I will not bring in flash drives from outside school unless I have been given permission
- I will ask permission from a member of staff before using the Internet
- I will only email people I know or my teacher has approved
- The messages I send will be polite and responsible
- I will not give my home address or telephone number, or arrange to meet someone, unless my parent, carer or teacher has given permission
- I will report any unpleasant material or messages sent to me. I understand this report would be confidential and would help protect other pupils and myself
- I understand that the school may check my computer files and may monitor the internet sites I visit
- I realise that if I use the internet irresponsibly, access may be denied.



Agreement 4

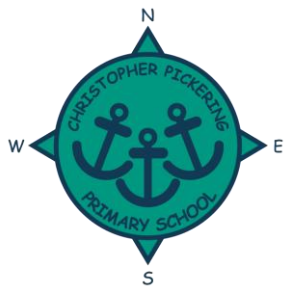
CHRISTOPHER PICKERING PRIMARY SCHOOL

Food Tasting and Handling

During your child's time at Christopher Pickering Primary School, there will be many occasions where children will be asked to take part in lessons, which entail tasting and handling a range of foods.

To enable your child to take part in these activities we require your consent. This permission will be for the whole time your child is at Christopher Pickering Primary School.

It is your responsibility to inform us of any dietary requirements. In the first instance, please make sure this is clear on your child's admission form. If the information you give changes for any reason, **it is your responsibility** to let the school know so that we can update our records. If your child has any dietary requirements, we will ensure they do not handle or taste any inappropriate foods.



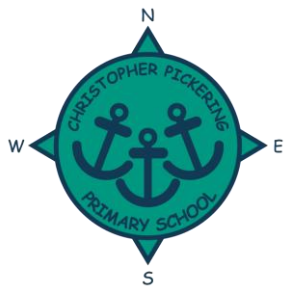
Agreement 5

CHRISTOPHER PICKERING PRIMARY SCHOOL

Infant Paracetamol

At Christopher Pickering Primary school, we have put in place certain measures to improve attendance and support parents who work, or who have other commitments during the school day. To this end, we asked parents if it would be helpful if we were able to administer Calpol to their child whilst at school, as we know that sometimes a child just needs one dose to enable them to feel better and to complete the school day. This was approved in September 2015 and staff members have undertaken medicine training to ensure they administer medicine **within the strict guidelines below:**

- Parents must sign the consent form, which also assures us that your child is not allergic to Calpol.
- If we feel at any time that your child would benefit from a dose of Calpol, we will ring you on the contact number that you have provided to obtain verbal permission. At this point we will also ask whether your child has had a previous dose of Calpol that day and, if so, at what time. This will ensure that we do not give your child medication above the recommended dosage.
- Calpol will **NOT** be administered if we are unable to contact the parent that the child lives with, as we need details of any medication the child has already taken that day.
- We will only administer one dose in any one day in case there is a danger of other illness.
- The school will provide the Calpol and ensure that it is within date and that the appropriate dosage is given.



Agreement 6

CHRISTOPHER PICKERING PRIMARY SCHOOL

Family Holidays In Term Time

Pupils of school age must, by law, attend school regularly. If your child is to be away from school, you need to ask us to approve the absence, which we will do when there is a good reason. You cannot authorise a child's absence yourself.

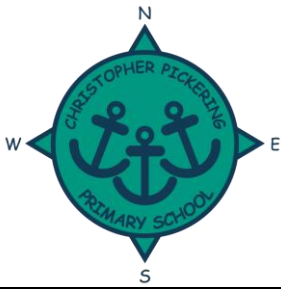
Please do not ask for leave of absence for a family holiday in term time if you can avoid this. It is important that you;

- Try not to ask for absence when your child is preparing for or taking examinations and important tests (your class teacher can give you advice on this); and
- Give us at least two weeks notice that your child is going to be away.

Schools do not have to agree to absence for a holiday, although we have the power to do so. We cannot legally authorise more than ten school days absence in a school year unless there are **exceptional** circumstances. **The governors have agreed that the Headteacher may authorise a maximum of two periods of holiday absence per child per academic year. The total authorised number of day's absence for the purpose of holidays must not exceed ten days.**

The most important consideration is the effect an absence would have on your child's education. We also discourage holidays during May when year 2 and 6 are taking their SATs and during the first two weeks of the new school year as this can have a detrimental effect on the way your child settles into their new class. If your trip is a long one, a teacher may set work for your child to do whilst away.

A pupil's absence during term time can seriously disrupt their continuity of learning. Not only do they miss the teaching provided on the days they are away, they are also less prepared for the lessons building on these after their return. There is a consequent risk of underachievement, which we, and you, must seek to avoid.



Agreement 7

CHRISTOPHER PICKERING PRIMARY SCHOOL

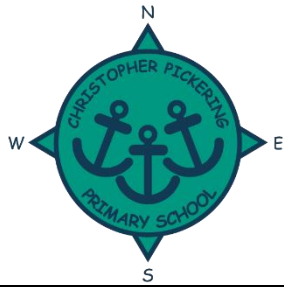
Safeguarding Children 'Safe Word'

Our schools safeguarding policy requires parents or carers to complete a form at the beginning of each academic year regarding who will collect your child from school to ensure that our information is always up to date.

Our 'Consent and Agreement' form asks you to provide us with a 'safe word.' This should be given to the trusted people you ask to collect your child from school. If someone without parental responsibility is collecting your child, school staff members will ask for the 'safe word' before they will let your child leave school. Please note this may be asked for, on more than one occasion, until members of staff can be sure they know the person collecting your child. If you have more than one child we will need a separate word for each child.

If you make a different arrangement, it is also helpful if you can tell the teacher in the morning or let the school office know.

I have to stress that if we are in any doubt as to the person collecting your child, we will not let them go, until we have verified who they are with a person who has parental responsibility.



Agreement 8

CHRISTOPHER PICKERING PRIMARY SCHOOL

Online Learning Journey

In the Foundation Stage at Christopher Pickering, we use an 'online learning journal' called Tapestry. Tapestry allows us to record photos, observations and comments in line with the Early Years Foundation stage curriculum; this is one tool we use to build up a record of your child's experiences during their time with us. Tapestry also allows parents to login with a secure username and password so you can view all your children's observations made in school, including photographs and videos. You can also add your own observations of your child at home and we love to see any key events or milestones in your child's development.

Please note your data is kept safe in the following ways:

- A password is required to access Tapestry, remember the stronger the password you set, the more secure your account is.
- You are linked manually to your child/children so you can only view observations for them.
- We do not need to store any of the data entered onto Tapestry, they store it for us on secure cloud servers within the EU.
- Data is stored separately for each school.
- Tapestry's developers and support personnel require our permission to access our Tapestry account.
- For more information about Tapestry security you can go on their website <https://tapestry.info/security.html>

You will only have access to your child's journal and other parents cannot see this. However, children in the class will sometimes be photographed with others as they work together. For this reason, we would like permission for your child to appear in photographs within other children's Learning Journals. We ask that you protect the images of your own and other people's children by viewing and using them carefully. Any incidents where this confidentiality is broken will be dealt with very seriously and will result in your access to the system being withdrawn.

Once we have set you up with an account you will be able to login using any web browser from tapestryjournal.com or by downloading the Tapestry app from the Play or App store, depending on what type of device you are using.

We will set you up using the email address you provided for us on your child's admission form and you will be notified when we activate your child's account.