PUPIL CONSENT FORM– PUPIL PERSONAL DATA

During your time at Stanley High School we will gather various pieces of information on you. We have written a Pupil and Parent & Carer Privacy Notice which is available on our website. These contain details of what data we have, why we have it, what we use it for and how long we keep it. You can get a paper copy of the privacy notice from the office.

There are some things that we cannot do unless you tell us that we can. We have set these out in the tables attached. Please could you read this form very carefully and tick the appropriate options. This will let us know which of these things you are happy for us to do, and which you are not.

If you are not happy for us to do any of the things in the tables attached then this will not affect your time at school, your access to education, catering services or printing.

You are completely free to refuse to provide your consent to any of these things.

You do not have to provide reasons for refusing your consent, but we are happy for you to give us additional information if you choose to so that we understand any concerns that you have and can take appropriate steps where necessary.

You also have the right to change your mind. Please do this by contacting the Data Lead Assistant Executive Headteacher, Miss Gregg.

Students under 13 at the time of signing must get authorisation from a guardian

Name in full	
Date	
Age in years	

(note: if you are under 13 years old this document must be signed by a guardian)

Please indicate your choice by putting a cross (x) in the box that represents your choice.

I am happy for my photograph to be used in documents promoting the school or my achievement internally. (e.g, school displays or presentations)

Yes	No

I am happy for my name to be used in documents promoting the school or my achievement internally. (e.g, school displays or presentations)

Yes	No

I am happy for my photograph to be used externally when promoting the school or my achievement (e.g, school website, school newsletter, prospectus, school social media, local and national newspapers, external competitions)

Yes	No

I am happy for my name to be used externally when promoting the school or my achievement (e.g, school website, school newsletter, prospectus, school social media, local and national newspapers, external competitions)

Yes	No

I am happy for my fingerprint to be taken and stored securely. (This allows you to access the photocopiers and cash-less system in the canteen)

Yes	No

This consent will otherwise continue until you leave the school.

Signed:

Name:

Date:

Authorisation from a guardian – Required for students under that age of 13 when signing.

Guardian Authorisation statement

I agree with the consent choices made by _____ (child's name). As a legal guardian I provide my consent for the decisions made in this form.

Signed:

Name:

Relationship to child:

Date:

The School is required to reaffirm consent at appropriate points, including when a child reaches a point at which they are considered to be able to consent on their own behalf which is the age of 13 under the General Data Protection Regulation 2018. This will be revisited on a yearly basis.

<u>Portrait Photography in School</u>

Whilst the school facilitates this arrangement, it cannot take responsibility for issues such as copyright and the use of images held by the photographer.

Nevertheless, the school will:

- Take reasonable steps to ensure the bona fides of the photographer
- Ensure that parents know about the photo sessions before they take place so that they have an opportunity to withdraw their children
- Ensure that children whose parents have objected are not photographed
- Provide reasonable supervision during the photo session

You may change your mind in relation to any of the consents that you have provided at any time. This includes withdrawing your consent to anything that you have agreed to here.

To withdraw your consent to any of the above, or otherwise amend your position, please contact Miss N Gregg at DPO@stanleyhigh.co.uk