**STUDENT CONSENT FORM – PERSONAL DATA**

**(Consent to be asked for in Summer Term of Year 8)**

During your time with us we will gather information about you which we will use for various purposes. A Privacy Notice has been provided to you in relation to the use of this information, which is also available on the school website – policies section.

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 place at a school in Tudor Park Education Trust. 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.

**Photographs and Videos**

Some of the information in the attached tables includes photographs and videos of you. We assure you that we take very seriously the issue of potential misuse of photographs and videos of our students, and have the following measures in place:

* We will always check that you are dressed appropriately and are aware the photo is being taken
* All photos that are stored will be kept securely on our network and in password protected areas.

The Trust may provide photographs and videos to the media, or the Trust may be visited by the media who will take videos and photographs. When these have been submitted to or taken by the media the Trust has no control over these. The same is true if the photo is used in social media eg. Tweet. The Trust has no control over re-tweeting.

**Celebrating Your Achievements and Reporting on Events**

As a Trust we are very proud of the achievements of all of our students, and we want to be able to celebrate these achievements both within the Trust and with others. We may also want to report on significant events which involve our students, such as visits from dignitaries. This will involve providing information about involvement in certain activities such as sports.

|  |  |  |
| --- | --- | --- |
|  | **Yes** | **No** |
| 1. In order to celebrate my achievements I am happy for the Trust to use:
* Photographs of me
* Videos of me
 |  |  |
| 1. The following information may be used with the above:
* Name
* Class
* Year Group
* Achievement or activity
 |  |  |
| Only complete Section 3 if you have said no to Section 1  |  |  |
| 1. I am happy for the following information to be used but only without photographs or videos of me:
* Name
* Class
* Year Group
* Achievement or activity

  |  |  |
| 1. I am happy for the information selected above to be used:
* On internal screens which may also be viewed by visitors to the school site and/or on internal notice boards
* On the Trust and or Academy/ School website
* On the Academy/School social media sites
* In local news media – newspapers, websites and television
* In national news media – newspapers, websites and television
 |  |  |

**Promoting the School**

We want to be able to promote the Academy/School to attract new students, and to show the quality of the Academy/School. As part of this we want to be able to use photographs and videos of our students in promotional material. This will include our prospectus.

|  |  |  |
| --- | --- | --- |
|  | **Yes** | **No** |
| 1. I am happy for the information selected below to be used for the purpose of promoting the Academy/School:
* Photographs of me
* Videos of me
 |  |  |
| 1. The following information may be used with the above:
* Name
* Class
* Year Group
* Achievement / activity
 |  |  |
| Only complete section 3 if you have said no to section 1 |  |  |
| 1. I am happy for the following information to be used but only without photographs or videos of me:
* Name
* Class
* Year Group
* Achievement / activity
 |  |  |
| 1. I am happy for the information selected above to be used:
* On the Academy/School website
* In the Academy/School prospectus
 |  |  |

**Paying for Meals**

The Trust has a system for paying for meals which uses fingerprint recognition. The biometric data collected is some point measurements from a fingerprint, via a fingerprint scanner. This biometric information will only be used to pay for food at school. We adhere to the DfE advice provided in the document link below. <https://www.gov.uk/government/publications/protection-of-biometric-information-of-children-in-schools>.

If you choose not to have your child registered, the school will provide alternative methods of identification (a 4 digit PIN code). However, the preference of the school is to use biometrics, as this is more secure and faster than any other method of identification. Once your child ceases to use the biometric recognition system, his/her fingerprint will be securely deleted by the school. The data is securely stored with name identified access through password.

|  |  |  |
| --- | --- | --- |
|  | **Yes** | **No** |
| I am happy for my fingerprint to be held by the Trust for the purpose of paying for meals |  |  |

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 write to us.

*Our DPO is Craig Stilwell, and they can be contacted at:*

*Judicium Consulting Ltd, 72 Cannon Street, London, EC4N 6AE*

*Email: dataservices@judicium.com*

*Telephone: 0203 326 9174*

This consent will otherwise continue until you leave the Trust.

**Signed:**

**Name: (Please Print Clearly)**

**Tutor Group:**

**Date:**