



BRAEVIEW SCHOOL

CONSENT FORM

Childs Name _____ Class _____

Student Medic Alert Number (If applicable):

The Permissions are for the duration of the student's enrolment at Braeview unless changes are requested by the Parent/Caregiver.

Please read the information attached and indicate if you consent to your child;

Seeing a Christian Pastrol Worker	Yes	No
Christian Options Program	Yes	No
Early Dismissal	Yes	No
Using School Email	Yes	No
Checking for Headlice	Yes	No
Using Internet/Curriculum	Yes	No
Borrowing Library Books	Yes	No
Going on Local Walks	Yes	No
DfE Permission to Use Image	Yes	No
Dfe Photographed/recorded by external media organisation for Publication/broadcast	Yes	No
Yard supervision	Yes	No
Publishing work on Braeview websites	Yes	No
Publishing school photo via Braeview websites	Yes	No

If you answered yes or haven't filled out permission forms to any of the above please come to the front office for the appropriate form to fill out so that Sara can update information on EDSAS.

Signature _____ Date _____



CONSENT FORM FOR CHIEF EXECUTIVE APPROVED EARLY DISMISSALS

As a parent I/We give my consent for them to be dismissed early under the following conditions:

- up to 1 hour before the normal end of the school day on the last school day before the Easter long weekend;
- up to 1 hour before the normal end of the school day no more than 4 times a year for the purpose of the end of school terms;
- up to 1 hour before the normal end of the school day for the purpose of an annual school sports day;
- up to 1 hour before the normal end of the school day each Tuesday for the purpose of teacher's PLC meetings

Parents will be notified in advance (minimum 1 month) of the reason, time and date of the above early dismissals through the normal communication channels used between the school and parents, including, but not limited to, school newsletters and the schools website.

For early dismissals relating to 'extreme heat' scenarios parents will be notified as soon as possible before students are dismissed.

Agreement

- I agree and acknowledge that my consent (if provided) will remain active/in place for the entire time my child is enrolled and attending at the school unless I withdraw it by notifying the principal (or delegate) either in writing or by telephone.

PERMISSION TO BORROW LIBRARY BOOKS

I give permission for my child to borrow books from the library and I accept responsibility for any book damage or lost book/s by my child.

SCHOOL YARD SUPERVISION

I understand that the school yard is supervised from 8.30am – 3.30pm Monday, Wednesday Thursday and Friday 8.30-2.40pm on Tuesday and that the school cannot accept responsibility for children in the yard outside of these times.

CONSENT FOR HEAD LICE CHECKS

The South Australian Health Commission recommends that everyone check their hair every week for head lice. Checking and treating children's hair is BY LAW, A PARENT'S RESPONSIBILITY. Sometimes schools offer to arrange head checks if there is a community outbreak of head lice.

- I understand and accept that if my child is found to be infested they will be withdrawn from close contact with other children until collected for treatment by a parent or caregiver. I understand that I will need to collect my child promptly if head lice are evident as a result of this check.
- I give permission for a staff member to check my child's hair for head lice. I understand any such check will be conducted sensitively.
- I do not give permission for the school to check my child's hair for head lice. I will do this. I understand that my child can be excluded from school where infestation is suspected. I understand it is my responsibility to arrange collection of my child from school when notified. I understand that approval for re-entry may require provision of advice from a doctor that my child is free of head lice.

BRAEVIEW SCHOOL ACCEPTABLE INTERNET USE POLICY

Introduction

The goal of Braeview School is to promote educational excellence by providing access to the resources of the Internet for students and staff.

Students and staff can use the Internet to locate materials to meet their educational needs, to ask questions and consult experts, and to communicate with others.

The use of the Internet involves participants in a global community. It is, therefore, very important for school communities to be aware of the rights and responsibilities of all Internet participants.

At Braeview School we expect that students will use the Internet in a responsible, efficient and legal manner. Whilst the content available to Internet users at Braeview is filtered by Schoolsnet, it is not always possible to predict or control what students may locate and use. To this end students will be taught Internet etiquette and asked to agree to the conditions of the school's Acceptable Use Policy.

Guidelines for Students

As a student of Braeview School you must:

- Be sure you understand what is expected of you when you use the Internet.
- Be aware the Internet is a public place so you should exhibit the same standards of behaviour which are expected at all other times and in all other places.
- Agree to abide by the school's Acceptable Use Policy by completing the Student Access Contract.

The Internet will give you access to tools such as the World Wide Web and E-mail for both personal and curriculum-based activities.

Consequences

Violation of the Acceptable User Policy will result in the loss of Internet privileges.

- ❖ **First Violation** - Two week suspension of Internet access
- ❖ **Second Violation** - Parental notification and one term suspension of Internet access
- ❖ **Third Violation** - Parental notification and suspension of Internet access for the rest of the year.

Internet Etiquette

- Use the Internet only if you are engaged in educational activities which fit within the objectives and goals of Braeview School
- Keep passwords and personal details private.
- No addresses, surnames or telephone numbers are to be used in web pages.
- Prepare a key word search for efficient searching.
- If downloading is required check with your teacher first.
- Adhere to the same standards on-line that are expected in the classroom.
- Tell your teacher if you come across any material or message that makes you feel uncomfortable.
- Personal web pages may not be posted without permission of the Network Administrators.
- Users may not attempt to gain access to computer systems or alter hardware or software components
- The source of any information gained from the Internet should be acknowledged. Copyright permission should be sought where appropriate.
- Students must avoid advertising offers and other inducements.

E-mail & Chatroom Etiquette

- Use only the E-mail account provided by the school
- Be polite and use appropriate language
- Give no personal contact information about yourself or anyone else – address or phone number.
- E-mail is not guaranteed to be private, and by default the e-mail address allocated by SINA includes your surname.
- Keep passwords and personal details private.
- Write only messages you would let your teachers and parents read. Only appropriate language should be used.
- Read only mail sent to you, not that of other people
- Do not forward a message sent to you by someone you do not know.
- Children may not send multiple copies of messages without the teacher's permission.

Guidelines for Teachers

It is the responsibility of teachers to:

- Oversee students in their use of the Internet
- Review the Acceptable Use Policy with their students
- Model good practice in the use of the Internet.
- Set clear and positive expectations
- Lead students to valuable sites and online projects
- Take time to review sites with a view to checking site navigation, links to inappropriate sites, inappropriate advertising, required plug-ins, required user details, lengthy downloads, etc.
- Encourage students to prepare a key word search as a initial stage of their research
- Allow access to secure Chatrooms only
- Supervise all message traffic closely (follow the same guidelines as for E-mail)

Network Administration

The School is responsible for ensuring that the Student Access Contract, signed by both student and parent, is on file for each user before access is permitted.

The School is responsible for the costs incurred in downloading from the Internet and may set individual account limits as appropriate.

The LearnLink Network Administrator is responsible for system management and security.

The LearnLink Administrator may:

- View and delete user files without prior notice to users.
- Terminate any process to maintain network integrity
- Set and review access privileges for individual users
- Set individual account limits as appropriate
- Disable any account if the Acceptable Use Policy has been violated

I have read, discussed and understood that when I am using the Internet I must follow the rules and responsibilities set out in the Acceptable Use Policy.

I understand that if I do not follow these guidelines, I will not be allowed to use the Internet, and my parent or Guardian will be informed.

CONSENT FORM FOR LOCAL WALKS/EXCURSION

As a parent/legal guardian I give my consent for them to participate in local walks/excursions to areas within a 1 km radius from the school or preschool during the school year for educational purposes when no costs are incurred (e.g. walks to the park).

Parents/legal guardians will be notified in advance of the local walk/excursion details (ie date, activity and times) via student diaries/notes.

Consent forms for all other types of camps/excursions will be issued as they arise.

Agreement

- I agree to delegate my authority to supervising teachers/instructors. Such supervisors may take whatever disciplinary action they deem necessary to ensure the safety, well-being and successful conduct of the students as a group and individually.
- In the event of an accident or illness and contact with me is impracticable or impossible, I authorise the teacher-in-charge to arrange whatever medical treatment a registered medical practitioner considers necessary.
- The information given is accurate to the best of my knowledge.

*Any health care information provided is not intended to prevent your child participating unless specific medical advice warrants exclusion. The health care information you supply to the school/preschool will be treated confidentially. Such information is sought in order to protect and assist the student so the activity may be a safe and enjoyable experience. Please contact the teacher-in-charge if you wish to discuss any health support needs.

DfE – CONSENT FORM – CHILD/STUDENT

Permission to use image, video, voice, and/or creative work of students and children

The Department for Education develops teaching, learning and promotional materials and publishes them in print and digitally (eg on websites and social media accounts). Students also publish their own materials on websites (eg school website, department website, Scootle™, iTunes™ or other online environments).

By completing and returning this form, I grant permission for the Department for Education to create/use:

- photographs, video or audio recordings of my child
- samples of my child's work
- my child's first name and school and to distribute them in the following locations:
- printed publications (eg newsletters, year book, promotional material)
- secure intranet websites and publicly accessible websites, including social media accounts.

The permission will continue until I revoke permission in writing to the principal of the school, director of the preschool or manager of the service.

Any material placed on publically accessible websites under a Creative Commons licence will be available to download and use. This licence allows for the replication, distribution, display, performance and remixing of copyrighted work, provided that the author is credited.

Notes

- Items might not appear in exactly the form in which they have been submitted and not every item for which permission is granted will be used.
- Items which contain images/references to Aboriginal and Torres Strait Islander people may be accompanied by warning text to indicate that the work may include people who have passed away.
- Where permission is revoked, every effort will be made to remove relevant media from distribution, however this may not be possible or practical in some situations.