



## PERMISSION AND INFORMATION FORM 2021

This information will be used to update our student records. Please contact the office if you require further information.

**STUDENT'S NAME:** \_\_\_\_\_ **ROOM:** \_\_\_\_\_

### INFORMATION UPDATE 2021

Home Address: \_\_\_\_\_

Phone Number Landline: \_\_\_\_\_

Mobile Phone(s) Mother: \_\_\_\_\_ Father: \_\_\_\_\_

Emergency Contact: (other than caregiver – please state relationship to child i.e. nana)

1. \_\_\_\_\_ Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

2. \_\_\_\_\_ Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

School newsletters are sent out by email on a fortnightly basis. Please provide your preferred email address. (Hard copies available for pick up from the office)

Email: \_\_\_\_\_

***Are there any new health problems that we should be aware of?*** YES / NO

Details: \_\_\_\_\_

**EDUCATION OUTSIDE THE CLASSROOM** As part of our school's learning programme, we may take classes/teams on local trips during the year. Such trips usually incur no cost and involve students walking to local sites under the supervision of their class teacher/team leader. Parents/caregivers will be informed of these trips.

*My child has permission to walk to local sites* YES / NO

**LAUNCH PAD** *My child has permission to participate in the Religious Education programme (more information in the office)* YES / NO

**PHOTO PERMISSION** Occasionally, photographs of children are shared externally in the school's newsletter, on our website or in newspaper articles about the school.

*I give permission for photos of my child to be shared* YES / NO

**SEESAW LEARNING JOURNALS** In signing this form I understand that my child will be in photos or videos

on Seesaw as part of the Helensville School process for reporting to whānau.

**DIGITAL PLATFORMS** In signing this form I understand that my child will use digital platforms that may require their first and last name, along with their school email address. This includes, but is not limited to, online learning programmes such as Mathletics, Epic, Prodigy or Scratch.

**INTERNET SAFETY – please read the attached Acceptable Information Technology Use guidelines and discuss this with your child.** I have read the Acceptable Information Technology Use guidelines for Helensville Primary School. I understand that my child is responsible for using school equipment for the purposes outlined. I have discussed this document with my child, explained its importance and the consequences for going against the school’s guidelines. I understand that Helensville Primary School will do its best to restrict access to any material, which is contrary to sound educational purposes, would cause embarrassment to the school or be in any way illegal.

**PRIVACY STATEMENT**

- We will share personal information about a student's progress and well-being with those people named as the parent(s), caregiver(s) or guardian(s) of that student. We will only share other personal information with the parent(s), caregiver(s) guardian(s) or extended family/whānau of a student who are noted in our records as able to receive this information.
- When collecting personal information, we will tell people:
  - What we are collecting
  - Why we are collecting it
  - What we will do with it
  - Individuals have the right of access to information about themselves/their children

**Name of Parent/Caregiver:** \_\_\_\_\_

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**I hope to be available to offer car transport to a trip or event during the 2021 school year. I understand that by filling out this form it will not mean that I am committed to any particular trip or event.**

Parent/Caregiver's name \_\_\_\_\_

I have a current drivers' licence: (licence number) \_\_\_\_\_

My vehicle has a current Warrant of Fitness \_\_\_\_\_ (yes/no – if no please do not offer your assistance)

My vehicle has a current registration \_\_\_\_\_ (yes/no – if no please do not offer your assistance)

I have **diagonal** seat belts for \_\_\_\_\_ children.

**Under no circumstances** are Helensville Primary School students attending school trips permitted to:

- **Share seatbelts**
- **Wear lap seat belts (strictly diagonal seat belts only)**
- **Travel without a seatbelt**

I understand that I am **only** to provide transport to/from the stated venue. No unplanned stops/detours are permitted.

I commit to driving in a safe manner and abiding by all rules of the road.

Contact phone number on trip day \_\_\_\_\_

Signed \_\_\_\_\_

Dated \_\_\_\_\_

***Thank you for your offer of assistance with transport / trips in 2021***