



HOME-SCHOOL-PUPIL AGREEMENT

Pupil's name:

The parent(s)/guardians.....

I/we (the parent(s)/guardians) will do our best to:

- see that my/our child goes to school regularly and arrives by the designated time of 8.45am, dressed in school uniform and with all the equipment needed
- tell the school immediately if my/our child is unable to attend
- support my/our child's learning, including reading with my/our child on a regular basis, and encourage the completion of home-learning activities
- make the school aware of any concerns or problems that might affect my/our child's work or behaviour
- support the school in maintaining high standards of behaviour in keeping with the Behaviour Policy detailing expectations, incentives, rewards and sanctions
- attend parents' evenings and discussions about my/our child's progress.
- get to know about my/our child's life at the school and help him/her to achieve his/her set targets
- make an appointment to see my/our child's teacher if there are any concerns

The School – As a whole school and as individual staff we will do our best to:

- provide a safe, well ordered and caring environment
- demonstrate that every pupil is valued
- provide a broad and balanced curriculum and meet the individual needs of your child
- have clear aims and ensure that your child achieves his/her full potential to achieve high standards of work and behaviour
- keep you well informed about general school matters and your child's progress in particular
- offer opportunities for you to become involved in the daily life of the school
- ensure we are available to discuss your child's progress or your concerns
- provide opportunities to listen to your views on school issues
- be open and welcoming at all times

The parent(s) and the school - Together we will:

- make time to share and celebrate the children's achievements
- build good relationships between the school, children and parents and develop a sense of responsibility
- work in partnership to ensure the health, safety and happiness of the children
- follow and support the school's policies and guidelines as set out on the School Website
- develop links between the school and the local community

Signatures: Parent Parent

Headteacher *[Signature]* Date:

The pupil - I shall do my best to:

- work as hard as I can
- be kind and helpful to others in work and play
- help to keep the school clean and tidy
- look after other people's property and my own

Signature:

Agreed/reviewed: June 2017 Next Review: June 2020

This Home School Pupil Agreement was written in conjunction with schools in the Frogmore and Yateley area.



Cranford Park CE Primary School



C R A N F O R D P A R K
Church Of England Primary School

Parent Permission and Data Protection Booklet



PLEASE RETURN THIS PAGE TO THE SCHOOL OFFICE AS SOON AS POSSIBLE

ICT Permissions

I understand that my child will use the internet at school in order to cover important parts of the curriculum.

I expect my child to follow the Safe and Sensible use of computers rules when they are at school.

School Library Permission

I would like my child to bring books home from school and agree to pay for any lost or damaged books.

Local Trips Permission

I give permission for my child to take part in all local trips, whilst attending Cranford Park School. I understand that I will be informed prior to any such trip taking place.

Food Technology

I give permission for my child to take part in food tasting activities while attending Cranford Park School.

OR

My child is allergic to the following foods and cannot take part in food tasting items made from these products (attach a list if more space is needed).

Parent Information

I give permission for 3rd party information relevant to me/my child to be sent to me by email

I give permission for 3rd party information relevant to me/my child to be sent home with my child (ie. hard copy)

Cycling/scooting to school

I agree to the "cycling to school" conditions. I understand that if my child in hasn't passed a cycling proficiency course then an adult will accompany them whilst they are cycling to school.

Photograph Permission

I have read questions 1 to 4 on the pervious page and give permission for my child's image to be taken and used for **promotional purposes**, on display in school, on the school website and in the media.

Child's Name: _____

Class: _____

Signed _____ **(Parent)**

Date: _____



This form is valid for eight years from the date you sign it, or for the period of time your child attends Cranford Park Primary School.

School Library

All library books are stored centrally and each book is catalogued using a barcode onto a computer system.

The children are trained in taking books out and then returning them to the library. By scanning all books out, we are then able to monitor, as a school, who has which book and how often the children are changing their books.

Parent Information

From time to time we would like to send home information from 3rd parties that might be of interest to you/your child (for example the family grapevine magazine, evening or holiday courses/clubs) or information from Hampshire County Council (for example health & fitness information). This could be via email or a hard copy which will be sent home with your child. We will not send home information that is not relevant to your family.

Data Protection

Our School conforms with the General Data Protection Regulation 2018. Our Data Protection Policy is available to view on the school website at : <https://www.cranfordparkprimary.co.uk/>

Privacy Notice (How we use personal information)

Cranford Park Primary School is a data controller and processor under the General Protection Regulation 2018. Details about the data we hold, why we hold it, what we do with it and who we share it with can be found on our school website at: <https://www.cranfordparkprimary.co.uk/>

Dear Parents,

Throughout your child's time at Cranford Park they will be using computers, going on trips, having their photograph taken and using the school library. Listed below are some guidelines we use at school. Please read through this document and sign the final two pages before returning them to school so that we have a record of your consent.

Thank you

Georgina Edwards
Headteacher

The Internet

- We have internet access on all computers in the school. It is filtered by Hampshire County Council's firewall. Most unsuitable sites are **blocked** and children **never** access the internet without permission.
- We use the **Google** search engine to search the web, which has a **safe search** feature permanently turned on.
- While no system of filtering can be 100% effective, we think these safeguards, and the safer use of the internet teaching that we deliver, mean that using the internet at school is as safe as we can make it.

Cranford Park's Safe and Sensible use of Computers Rules

We have a list of safety rules for children using computers and ICT equipment in school. By using the computers and ICT equipment at school, children agree to follow these rules and we will stop them using the computers and ICT equipment if they don't. A copy of the rules are below:

We use computers and other ICT equipment to help us learn. I understand that I must use the school's computers and ICT equipment in a responsible way, to ensure that there is no risk to my safety or to the safety of others.

- I understand that the school can and will check my use of the computers and ICT equipment, email, and other digital communications.
- I will only use my own login and passwords to access the computers and email .
- All messages or chats I send will be polite and sensible.
- I will not share personal information about myself or others when online.
- I will not take or share photographs of others without their permission.
- I will only send messages or chat using my school's email software and I will only send messages to people my teacher has approved.
- I will tell a teacher, teaching assistant or adult at home immediately if I see anything online that I am unhappy with or if I receive a message or chat that I do not like.
- I understand that I may only use the school's computers and ICT equipment for the purposes agreed by an adult.
- I will respect others' work and will not try to change their work without their permission or use their work without acknowledging them as its owner.
- I will tell a teacher or teaching assistant straight away if there is anything wrong with the school's computers or ICT equipment.
- I will not try to install programmes, change the school's computer settings or use a USB Flash drive or CD-Rom without a teacher's permission.
- I understand that not everything I read on the internet is true and that I should check my information before using it.
- I understand that if I do not follow these rules both in and out of school than my teacher has the right to investigate what I did. The school will tell my parents and might decide that I am not allowed to use the school's computers, email or ICT equipment.

LOCAL TRIPS

From time to time we organise local trips into Yateley, to St Peter's Church or to another school in walking distance for example. On such occasions we will notify families by letter. The visits will link into the school curriculum and give benefit the children. Please complete and return the permission statement on the back page of this booklet.

FOOD TECHNOLOGY

Our Design Technology Scheme of work sometimes involves preparing and cooking various food items. We often sample these and other foods too as part of the cooking process. It is really important that you let us know if your child has any special dietary needs which could prevent him/her from tasting certain foods.

We would be grateful if you would complete the section at the back of this booklet giving us permission for your child to take part in the tasting of different foods. No child will be forced to eat anything they don't want to although they will be encouraged to try new foods.

If your child is allergic to any foods or has a dietary requirement please write this in the box provided or on a separate piece of paper and attach it to the final page before returning it to school. We will then know of any requirements we need to consider.

CYCLING TO SCHOOL

Your child may like to cycle to school. To enable this to happen we have adopted some cycle guidelines which need to be adhered to should you wish your child to cycle to and from school each day. The Hampshire County Council Road Safety Team do **not** recommend that children under the age of 10 years cycle to school. This is based on research data which shows that children under the age of 10 do not have the ability to accurately judge speed and distance. Their spatial awareness skills have not advanced to the point where their safety is sufficiently assured, even when accompanied. However, the Road Safety Team realise that a number of parents would like their children to cycle to school. With this in mind the recommendations should be considered but, ultimately, children cycling to school is the parents' responsibility.

In accordance with our Cycling Guidelines,

- Pupils are advised to attend a Cycle Training Scheme which is available in Y5.
- Only pupils that have obtained a Cycle Training Test Certificate can cycle to school unaccompanied. All other pupils **must** be accompanied by an adult.
- Pupils are expected to maintain their cycles in good working order. Checks may be carried out at anytime.
- A cycle helmet (which meets current Safety Regulations) should be worn when cycling and pupils should be encouraged to wear bright conspicuous clothing.
- **All cyclists must dismount when entering the school gates. No cycling is permitted on the school premises.**
- The security of cycles is the responsibility of the individual and measures should be taken to protect against theft. We strongly advise all bicycles to be locked during the school day. The School accepts no responsibility for loss or damage to any bicycle.
- Children who are cycling on pavements should show consideration for pedestrians and for the safety of themselves and others
- All bicycles should be stored in the designated bicycle parking area.

We would also expect children using scooters to abide by the relevant rules above in order to ensure the safety of themselves and others.

Photographs / videos

Occasionally, we may take photographs or videos of the children at our school. We may use these images in our school's prospectus or in other printed publications that we produce, as well as on our website or on display boards at our school. We may also make video or webcam recordings for school-to-school conferences, monitoring or other educational use.

From time to time, our school may be visited by the media who may take photographs or film footage of pupils during significant or high profile events. These images may appear in local or national newspapers, or on televised news programmes.

To comply with the Data Protection Regulation Act 1998, we need your permission before we can photograph or make any recordings of your child for promotional purposes. Please read questions 1 to 4 below, then sign and date the form on the last page of this document.

Photograph /video Permission

1. May we use your child's photograph in the school prospectus and other printed publications that we produce for promotional purposes or on project display boards in public areas?
2. May we use your child's image /videos containing your child on our website?
3. May we record your child's image on video or webcam?
4. Are you happy for your child to appear in the media?

Please note that websites can be viewed throughout the world and not just in the United Kingdom where UK law applies. Please also note that the conditions for use of these photographs are listed below

Conditions of use

1. This form is valid for eight years from the date you sign it, or for the period of time your child attends this school. The consent will automatically expire after this time.
2. We will not re-use any photographs or recordings after your child leaves this school.
3. We will not use the personal details or full names (which means first name **and** surname) of any child or adult in a photographic image or video on our website, in our school prospectus or in any of our other printed publications without good reason. For example, we may include the full name of a pupil in a newsletter to parents if the pupil has won an award.
4. If we name a pupil in the text, we will not use a photograph of that child to accompany the article without good reason. (See point 3 above.)
5. We will not include personal e-mail or postal addresses, or telephone or fax numbers on video, on our website, in our school prospectus or in other printed publications.
6. We may include pictures of pupils and teachers that have been drawn by the pupils.
7. We may use group or class photographs or footage with very general labels, such as "a science lesson" or "making Christmas decorations".