

CONSENT FORM – STUDENT PERSONAL DATA

During a student's time at Bishop Stopford School, we will gather information about them which we will use for various purposes. A Privacy Notice has been provided to you, explaining the use of this information. It is also available on our website.

There are some things we cannot do with a student's data unless you tell us we can. We have set these out in the tables below. Please read this form carefully and decide with your child on the appropriate options for you.

If you are not happy for us to do any of the things in the tables attached, then this will not affect your child in any way. You are completely free to refuse to provide your consent, and would not be asked to provide reasons, should you choose to do so. However, we are happy for you to give us additional information if you choose, so that we understand any concerns that you have and take appropriate steps where necessary.

Photographs and Videos

Photographs and videos are used for a number of purposes in schools (e.g. teaching and learning, security, celebrating student success, staff training). Images which the school holds are stored securely and are only used in line with consent. Where there are opportunities to share successes with the public in the media about student success, and school events, this again will be in line with consent. (When images have been submitted to or taken by the media, they are then subject to that media's own data protection procedures.)

Celebrating Your Achievements and Promoting the School

As a School, we are very proud of the achievements of our students, and we want to be able to celebrate these achievements within School and with others (e.g. in sport, the arts etc.). We may also want to report on significant events which involve our students, such as visits from dignitaries.

We also need to promote the School for a variety of reasons. This includes providing information about the school for prospective parents and students, as well as potential staff.

Please tick the appropriate boxes	Student		Parent	
	Permission		Permission	
I am happy for the School to use:	Yes	No	Yes	No
• Photographs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Videos	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Name, class or year group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I am happy for my information to be used:	Yes	No	Yes	No
• On internal screens/notice boards, which may be viewed by visitors, and the school's intranet.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• On the school's website and/or the school's social media sites (e.g. PE fixtures, music events)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• In news media – newspapers, websites and/or television	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• In marketing literature (e.g. prospectus, open evening presentations, school publications)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Paying for Meals/Drinks and Using the Library

The School uses a fingerprint recognition system for paying for meals/drinks and using the library. The system works by using an image of the fingerprint to create a mathematical algorithm and then deletes the fingerprint. Only the numbers remain and these cannot be re-interpreted back into a fingerprint image. This data is stored on a secure school server.

	Student		Parent	
I am happy for my (my child's) fingerprint to be held by the School for the purposes of paying for meals/drinks and for using the Library.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

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 at:

Mrs L Blake, Data Protection Officer, Bishop Stopford School, Kettering, Northants, NN15 6BJ

Consent will otherwise continue until you [your child] leaves the School.

Student Signature:

Parent Signature:

Student Name:

Parent Name:

Student Form:

Date:

Date:

Please note that in accordance with the EU General Data Protection Regulations (GDPR), from the age of 12, a child is considered mature and able enough to understand the consent given. We have included both the student and parent for consent purposes for this reason. However, if the student and parent consent differs, the student consent will take precedent in years 8 – 11 and the parent consent will take precedent in year 7.