Wednesday 3rd February 2016

Dear Parents/Guardians,

Glen Iris Primary School offers a range of activities that require the written consent of parents and guardians. To save extensive paperwork several of these activities can be covered by gaining your written consent only once each year. Please read and keep these explanatory notes for your personal reference.

Please sign and return the attached consent page to your child’s teacher as soon as possible.

-------------------------------------------------------------

Student Code of Conduct

The Glen Iris Primary School Student Code of Conduct is an important document which is reviewed regularly. The Student Code of Conduct at Glen Iris Primary is distributed at the start of each school year. It should be read carefully by each parent and its intent/meaning discussed with your child/ren.

Local Excursions

Glen Iris Primary School is well situated, enabling our students to visit a wide area of our community, without the necessity for a bus or other transport. Within easy walking distance we have: Glen Iris Sanctuary, parks, sporting venues, shops and places of interest. As we wish to involve the students in enriching experiences while at school, teachers would like to utilise these facilities.

Where possible we try to give advance notice that the children are leaving school on a short walking excursion, however on some occasions an opportunity may arise when the time is too short.

(Note: A separate form will be issued for signing with regard to all excursions, swimming and camps that require students to cross a main road or to travel in vehicles.)

Student Photos for Display

The school’s learning environment should be stimulating and motivate the student to learn. Children are inspired when they see that their efforts are truly valued. At Glen Iris PS we want our school environment to reflect the students’ learning.

Photographs are often taken during the school day of students involved in a range of curriculum programs and school activities. These may be taken by school personnel, or by a professional photographer. We will ensure that parent permission is sought in the case of photographs used for external publications such as magazines, newspapers and other non-specific educational material.

If the occasion arises that your child is included in photographs taken at school, and the photos are selected for public display, I am seeking your permission that these photos may be used to publicise our programs and promote our school. Students’ names are not published with photographs.

Our school website is an evolving site that is continuously updated. We seek permission to use your child’s image as part of this site. No child’s name will be used on the website, however your child’s first name only may be used in the newsletter.

Photographs of school events are uploaded to an online storage site, Zenfolio. The link and password are available to members of the school community. Photos may be downloaded by families. Your permission is required for photos of your child to be included on Zenfolio.
Student Use of Internet

Students regularly use the Internet at Glen Iris Primary School in a responsible manner for purposes organised by their teacher. All students agree to work within the following rules:

1. I will only use the Internet as my teacher instructs me. It is a tool to help me learn and not a toy.
2. I will abide by generally accepted rules of ‘net etiquette’: be polite, use appropriate language and respect other people’s work and their privacy.
3. I will not give out any personal information about other people, my school or myself over the Internet. This includes full name, address, phone number or other identifying information.
4. I will only use first names.
5. I will never try to access inappropriate material over the Internet.
6. I will IMMEDIATELY click on HOME or turn off the screen if an unsuitable/inappropriate website is accessed. I will call the teacher for assistance.
7. I will not respond to any messages that are mean, inappropriate or in any way make me feel uncomfortable. I will call the teacher for assistance.
8. I agree to take care of the equipment I use.

Breaches of the rules will see students lose Internet access rights for a period of time determined by their teacher and the Principal. Students are asked to sign the Student Code of Conduct that will cover this area.

Viewing Of ‘PG’ Rated Media

Viewing and interpreting visual texts and media is a core element of the Australian Curriculum English Program. This may include video, DVDs, web based films and documentaries. Teachers screen visual texts and media for students to support and enhance the classroom program. Videos/DVDs which are ‘G’ rated may be shown without parent consent, however, ‘PG’ rated videos/DVDs require written authority from parents for students to view them. Any such film would be carefully chosen by the teacher and the staff would preview the film before presenting it to the students. Parents will also be notified regarding the learning intention of the film.

Consent to your child viewing videos in this category will assist with classroom programs and planning across the school. Movies are only included in classroom programs for entertainment purposes on camps, sleepovers or a rare special event.

Please sign and return the attached consent sheet to your child’s teacher as soon as possible

Meredith Carracher
Principal
GLEN IRIS PRIMARY SCHOOL STANDARD PERMISSION FORM 2016
Please return one form per child to the school as soon as possible.

Student Name: ……………………………………………………………….. Class: …………..

Student Engagement & Wellbeing
I (parent) have read the Student Code of Conduct and discussed its meaning with my child.

My child is aware of the Glen Iris Primary School values- Achievement, Honesty, Respect, Empathy and Resilience. I support the development of their understanding.

Signature of Parent / Guardian ………………………………………….. Date: …… / …….. / 2016

Local Excursions
I give permission for my child to take part in any local walking excursion in our neighbourhood.

Where it is impractical to communicate with me, I authorise the teacher-in-charge of the excursion to consent, to my child receiving such medical or surgical treatment as may be deemed necessary.

Signature of Parent / Guardian ………………………………………….. Date: …… / …….. / 2016

Student Photos for Display
I give permission for my child, named above, to have their image/ work samples used in displays by the school. I understand that this may include The Leader, newspapers, brochures, displays, pamphlets, handbooks, Internet web pages and DVDs.

I give my permission for the school to use the photographs of my child for (circle yes or no):

Display Purposes YES / NO
Newspapers & Brochures YES / NO
School Website & Newsletter YES / NO
Unit Newsletter YES / NO
Zenfolio Website YES / NO

Signature of Parent / Guardian ………………………………………….. Date: …… / …….. / 2016

Student Use of Internet
I give permission for my child, named above, to use the Internet at school for educational purposes in accordance with the school’s rules and guidelines. I understand the school will provide adequate supervision and that steps have been taken to minimise risk of exposure to unsuitable material.

I DO / DO NOT consent to my child using the Internet at school for the Year of 2016

Signature of Parent / Guardian ………………………………………….. Date: …… / …….. / 2016

Viewing of ‘PG’ Rated Media
I DO / DO NOT give permission for my child, named above, to view selected videos/DVDs related to classroom programs which are rated ‘PG’.

Signature of Parent / Guardian ………………………………………….. Date: …… / …….. / 2016