



SILVAN PRIMARY SCHOOL

(Please note: This permission form is for the duration of time your child attends Silvan Primary School, and by signing you agree to contact the school regarding these permissions should circumstances change).

Students Name: _____ Grade: _____

Parents/ Guardians/ Carers are asked to carefully read the following information and sign, giving consent to all listed areas.

1. LOCAL WALKING EXCURSIONS: Please circle

From time to time throughout the course of the year, a staff member may wish to take your child, and/or groups or class out of the school for a local walking excursion (e.g. class visits to the CFA, visits to local parks and local community places). The children will walk to the venue under supervision.

- **I give/I do not** give permission for my child to attend any local walking excursions throughout the school year. In the event of an accident or illness to my child, I authorise the staff in charge of the excursion to consent, where it is impossible to communicate with me, to my child receiving such medical or surgical treatment as may be deemed necessary.

2. STUDENT MEDICAL DETAILS:

I understand that:

- It is my responsibility to inform the school of and provide the school with ant management plans for my child (e.g., Asthma, Anaphylaxis).
- Where students require ongoing medications, parents/ guardians/ carers are responsible for providing accurate written information regarding dispensation. All medication must be clearly labelled with the student's name and required dosage in the original packaging.
- If medication is to be administered by a staff member, a medication authority form must be filled in and signed by a parent/ guardian or carer. You can get these from the school office or First Aid Officer (**Chloe Girschik**).

3. FOOD ALLERGIES:

I understand that throughout the school year my child may participate in the preparation of or eating food e.g., cooking, celebrating special events (i.e., birthdays), and learning about food and cultures.

- It is my responsibility to inform the school if my child has any religious restrictions or suffers from any allergies.

My child has an allergic/ anaphylactic reaction or religious restrictions which prevent them from handling and/ or eating the following food types (please list): _____

4. HEAD LICE CHECK: Please circle (If not completed on the enrolment form)

Throughout your child's schooling, the school will be arranging head lice inspections of students. The school is aware that this can be a sensitive issue and is committed to maintaining student confidentiality.

- **I give/I do not** permission for my child to have his/ her head checked for head lice. I understand that the school will make appropriate contact with the parents/ guardians/ carers if head lice are found.

5. PG RATED DVDS/ MOVIES: Please circle

At certain times throughout the year the opportunity may arise to view appropriate movies and or documentaries via DVD or online. These movies and or documentaries are occasionally rated PG, and as such, we require your consent for your child to take part in viewing. If permission is not given an alternative activity will be arranged.

- **I give/I do not** give permission for my child to watch PG rated DVDs/ movies, if appropriate to my child's learning.

6. BRINGING PERSONAL ITEMS TO SCHOOL:

We recommend that personal items do not come to school, however I understand that personal items and equipment (e.g. family treasures, special toys, electronic devices) brought to school are not covered by any insurance and the School or

I have read and agree to give permission from items 1-6 unless I have indicated otherwise:

Name: _____ (parent/ guardian/ carer)

Signed: _____ Date: _____

Department of Education and Training (DET) will not pay for any loss or damage of such property. This also includes bikes, scooters, and skateboards.

*Please contact the school if further clarification or discussion is required prior to signing this permission form.

Student's Name: _____

PHOTOGRAPH PERMISSIONS

Please note: This permission form is for the duration of time your child attends Silvan Primary School, and by signing you agree to contact the school regarding these permissions should circumstances change. Any changes to this permission form **MUST** be submitted to the office either by emailing Silvan Primary at silvan.ps@education.vic.gov.au or in writing.

PHOTOGRAPHS:

Throughout your child's schooling, there will be times when photos are taken to be include in the school newsletter, website, Facebook page or other school and community publications. The newsletter is uploaded to the school website and other publication may be uploaded periodically.

- Surnames will not be published
- You may rescind this permission in writing at any time

This authorization is for the duration of your child's enrolment at Silvan Primary School

I give permission for my child's first name, photograph and displays of work to be used in the following:

- School Publication
- School Newsletter - (Please **note** the newsletter will be uploaded to the school's **website**)
- School Website- (If **NO** permission is given your child will automatically have **NO PERMISSION** to appear in the **school's newsletter** as the newsletter is uploaded to the school's website)
- Newspaper Articles
- Other Media/Display at Conferences, School Network Meetings, and other educational based events
- Display at Lilydale Show or other community events
- School Signage and other promotional material
- School Facebook Page

Signed _____ (parent/ guardian/ carer). Date _____

*Please contact the school if further clarification or discussion is required prior to signing this permission form.



SILVAN PRIMARY SCHOOL
 School No. 1801
 Main Rd, Silvan, Victoria 3795
 Telephone: (03) 9737 9258
 Email: silvan.ps@edumail.vic.gov.au
 Website: www.silvanps.vic.edu.au

STUDENT CODE OF CONDUCT FOR INTERNET USE

Valid for the duration of the student's enrolment at Silvan PS

- I will take full responsibility for my own actions when using the Internet at school, off campus and after hours.
- I will not give out personal information such as my address, telephone number, parents' work address / telephone number, or the name and location of my school without the permission of a teacher.
- I will not send my picture or anything else without first checking with a teacher.
- I will compose emails using only language I understand is acceptable at Silvan Primary School.
- I will not respond to any messages that are offensive, or that make me feel uncomfortable in any way. It is not my fault if I receive messages like that and, if I do, I will tell a teacher immediately and turn off the monitor.
- I will not send a person my picture without first checking with my teacher.
- I will access only appropriate information that is relevant to the work I am doing.
- If I happen to find inappropriate material while using the Internet, I will turn off the monitor immediately and tell a teacher. I will not download the material and I will not tell any other students where to find it.
- I will not use the Internet to do anything that may be seen to be illegal or unethical.
- I will respect the privacy of my fellow students: I will not give out anyone else's personal information or the Silvan Primary School email address.
- I will ensure that the emails I send out show that I am a positive ambassador for Silvan Primary School and contain no inappropriate or offensive content.
- I will not use material from other web sites unless I have permission from the person who created the material. I will acknowledge any websites I use for educational purposes. If I am unsure, I will check with my teacher. All copyright laws will be adhered to.
- I will follow school guidelines and procedures when preparing materials for publication on the web.
- I will not use the internet to frighten, annoy or bully other people.
- I will keep my passwords secret.
- I will not log on to social networking sites such as Facebook (age restriction 13), Twitter (age restriction 13), Instagram (age restriction 13) or Snapchat (age restriction 13) or WhatsApp or other social media sites while at school.
- I will only access YouTube, Padlet and other websites for learning when under the supervision of a teacher or parent.
- I will not breach the privacy of students, staff, and members of the school community through any unauthorized publishing of photography, video or defamatory comments on social media or networking sites.
- I will get permission before using any software or memory sticks not belonging to Silvan PS.
- I will report any ICT problems / issues to my teacher.

I agree to follow all of these rules and I am aware that breaking them will immediately result in my access to the Internet being removed. Depending on the nature of the breach of rules, other disciplinary action may also apply.

Student's Signature

Teacher's Signature

**INTERNET ACCESS - CODE OF CONDUCT
Parent Approval Form**

Student's Name _____ **Grade** _____

- I recognize the inherent dangers for students when using the Internet, due to the breadth of material available, the risk-taking of young people and the limitations of any supervisory function and software censoring programs.
- I understand that the school will endeavor to provide sufficient and appropriate supervision.

PERMISSIONS:

Please
Circle

- **I do/do not** consent to my child using the Internet at school for educational purposes in accordance with the Student Code of Conduct for Internet Use.
- **I do/do not** consent to my child corresponding with others, using email.

ACKNOWLEDGMENT:

- I give my child permission to use educational social websites such as Padlet, Edmodo, Kidblog and Edublog or equivalent for curriculum use.
- I give permission for my child to use the apps/websites Hopscotch, Scratch, Sphero, Edblock and Edscratch for educational purposes.
- Where my child is found to breach the "Student Code of Conduct", he / she will be denied further access to the Internet. The school reserves the right to determine if and when access is restored.
- I have fully discussed the Code of Conduct with my child and am satisfied he / she understands their responsibilities when using the Internet at school.

Please note that throughout the year students will need access to online programs such as WebEx, Google suite and Minecraft and they will be required to use their school email.

Parent's Signature

Date

Reference:

<https://esafety.gov.au/education-resources/iparent>