February 2015

Each year we have been sending home the standard permission form to be signed by the parent to give permission for a variety of things. To save paper and time the form is now going to be extended to give permission for the entire time the student attends Wantirna Primary School. If any changes need to be made during your child’s school years please see the school office.

Local Excursions
Wantirna Primary School is well situated, to enable 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: schools, 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. Please sign the attached form and return it to school to indicate that you permit your child to attend these activities.

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

Student Use of Internet & Email
Students regularly use the Internet and email at Wantirna Primary School in a responsible manner for purposes organised by their teacher. Students are supervised at all times when they are using computers.

- If they find unsuitable web pages children are instructed to immediately click on the home or back button and inform their teacher.
- If they receive email that is not appropriate they must immediately inform their teacher.
- Students may not give out personal information such as surname, address and phone number or that of their parents.
- They may not publish a picture or send a picture without first checking with their teacher.
- They must always have their teacher’s permission before publishing web pages and sending email.
- When publishing web pages and composing email messages they may only use language that is acceptable at school.
- They may not publish to the Internet using material from other web sites without permission from the person who created the material.

Breaches of the rules will see students lose Internet/email access rights for a period of time determined by their teacher and the Principal.

Parents and Guardians are asked to consent to their child using the Internet at school for educational purposes in accordance with the school’s guidelines, also in corresponding with others using email through the school’s Internet access. The school will provide supervision and ensure that steps have been taken to minimize risk of exposure to unsuitable material.
Use Of ‘Photos taken of students/work samples in displays outside of School’
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. Sometimes these photographs are selected for publications, displays in and out of the school, or in the local media.

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 market our school. Students’ names are not published with photographs.

Head Lice Control Program
Head lice do not carry any infectious disease however for the many families and teachers, of primary school aged children, head lice continue to create concerns. At Wantirna Primary School regular screening is conducted. The inspection of students will be conducted by a local council nurse or trained staff. Confidentiality and sensitivity is maintained at all times.

The person conducting the inspections will physically search through each student’s hair to see if any lice or eggs are present.

We invite you to include your child in our screening program, which will be implemented as needed. If you would like to include your child in our screening program the permission slip attached needs to be completed and returned to the school. The program works best when the vast majority of children at the school are involved in a screening program. If you would prefer to regularly screen your child yourself, information on the best technique is available from the school office.

Parents will be notified if presence of head lice is detected.

Viewing Of ‘PG’ Rated Videos
There are specific occasions when teachers may wish to screen videos/DVDs for students which 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.

Consent to your child viewing videos in this category will assist with classroom programs and planning across the school.

Phillippa Adgemis
Principal
WANTIRNA PRIMARY SCHOOL STANDARD PERMISSION FORM
Please return one form per child to the school office as soon as possible.

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

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:.........................................................

Parent / Guardian

Use Of Photos taken of Students / Work Samples in displays outside of school
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 newspapers, brochures, displays, pamphlets, handbooks, Internet web pages and DVDs.

Signature:.........................................................

Parent / Guardian

Student Use of Internet & Email
I give permission for my child, named above, to using the Internet at school for educational purposes in accordance with the school’s guidelines. I understand the school will provide adequate supervision and that steps have been taken to minimize risk of exposure to unsuitable material.
I do/do not consent to my child corresponding with others, using email through the school.

Signature:.........................................................

Parent / Guardian

I understand that breaches of the rules will see me lose my Internet/email access rights for a period of time determined by my teacher and the principal.

Signature:.........................................................

Student

Head Lice Control Program
I give permission for my child, named above, to participate in the Wantirna Primary School Head Lice Control Program.

Signature:.........................................................

Parent / Guardian

Viewing of ‘PG’ Rated Videos & DVD’s
I give permission for my child, named above, to view selected videos/DVDs related to classroom programs which are rated ‘PG’.

Signature:.........................................................

Parent / Guardian

Phillippa Adgemis
Principal

Date February 2015