



Pupil Consents Collection Form

Academic Year 2025/2026

**PLEASE COMPLETE AND RETURN THE PAPER COPY
OF THIS FORM AS SOON AS POSSIBLE**

THANK YOU

SURNAME OF PUPIL

FIRST NAME

Overview

Under the General Data Protection Regulation (GDPR) and Data Protection Act 2018, there are a number of consents which we need to obtain from either you as the parent/carer or where appropriate, the learner themselves. These consents remain in force for the entire time that your child is at the Academy unless you make written reference to the contrary. In some instances the consent relates to a more specific Academy policy, details of which are shown next to the heading.

Parents/Carers are advised to read the relevant Policy which is available on the Academy website.

Please **tick** ☒ the relevant box to confirm your consent (Yes) or to withhold consent (No).

MEDICAL INFORMATION

Please complete and **return the paper copy** of the Medical Agreement Form that has been sent to you as soon as possible.

ACADEMY TRIPS AND VISITS

From time to time the school may take students on short trips within lesson time as part of the school curriculum. These trips are supervised by staff and will normally be for part of the day only. Please confirm your consent for your child/yourself to be considered for these trips by ticking Yes or No. Please note additional consent will be obtained for each trip individually nearer to the time.

Yes	No

PUBLICITY

In accordance with our Child Protection Policy we will not permit photographs, video or other images of young people to be taken without the consent of the child or the parent.

Occasionally, we may take photographs, film or audio record children at our school. We use these media as part of our school displays, use on our digital media platforms, in printed materials and in press releases as part internal and external promotion of the school and celebration of the children's achievements.

From time to time, our school may be visited by the media who will take photographs or film footage of a high profile event. Equally parents, friends and community visitors may wish to record an event or activities at the school by photograph or video. Children may appear in these media, which will sometimes be published in local or national newspapers, or on digital media.

I give consent for my son/daughter (please delete) to be photographed, videoed and/or audio recorded in **all activities**. This includes teaching-related activities, Academy and Trust events, including trips and sporting activity. These can be used for the purposes of celebrating and internal and external promotion of the academy, which could be digital, audio and/or print, as well as by other parents who may share on social media.*

Signed (Parent/Carer)	
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OR

Please confirm your consent by ticking Yes or No for the use of video and image for the following purposes:

		Yes	No
1.	I give permission for my child's photograph to be used in printed publications and on digital platforms by the academy, Academies Enterprise Trust (AET) and news broadcasters.		
2.	I give permission for video footage of my child to be used on academy and AET digital platforms and news broadcasters.		
3.	I give permission for audio recordings of my child to be used online and on radio by the academy, AET and news broadcasters.		

Please note: By ticking 'yes' to any, or all of the above, means that you are also accepting that images, videos and audio recordings of your child may, from time to time, feature on social media accounts owned by other parents and local community members.

Use of Information

For further details about the ways in which Columbus School and College uses your personal data, please see our [privacy notices available on the academy website](#).

Completed by:

Name of Parent:	
Parental Signature:	
Date:	

FOR YOUR INFORMATION

Electronic communications

Columbus School and College uses an electronic communications system to improve the links with home and to ensure a reliable and efficient delivery of information. We send letters by email to your inbox and may sometimes send short messages and alerts directly to your mobile phone as a text message.

The system allows you to see letters in your inbox like any other email and to receive short text messages if we need to contact you. Text message alerts are only sent to the priority 1 contact named by you. If you do not have email the information will be sent home in a paper copy. Your details will not be used for any purpose other than Academy business. You will not receive any spam or marketing material.

On-line payments

The Academy has introduced on-line payments as part of its development to be a cashless Academy.

Parents are encouraged to avail themselves of this service which enables payments for school dinners, Academy trips, activities and events to be made securely via debit and credit card. Payments are authorised through ParentPay and no personal banking data is kept by the Academy.