



POMARE SCHOOL

Administration form

Child's Name	
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CAREGIVER/PARENT INFORMATION	Caregiver 1:		
	Surname:	First Name:	Relationship to Child (e.g. mother/father)
	Address:		Mobile phone:
	Work Phone:		
	Email address:		<input type="checkbox"/> This is the main email / text contact
	Occupation, skills and interests (optional): By including this information we assume you are happy to be contacted for advice or assistance		
	Caregiver 2:		
	Family Name	First Name	Relationship to Child (e.g. mother/father)
	Address:		Mobile phone:
Work Phone:			
Email address		<input type="checkbox"/> This is the main email / text contact	
Occupation, skills and interests (optional): By including this information we assume you are happy to be contacted for advice or assistance			

EMAILS AND TEXTS	<p>Most messages will be sent home via the Hero App. If you do not have the App, you will receive these as emails. Texts may be sent from the school (particularly if your child is absent)</p> <p><input type="checkbox"/> Send to caregiver 1 as indicated above</p> <p><input type="checkbox"/> Send to both caregiver email / text addresses</p> <p><input type="checkbox"/> Send to _____ (email/phone number)</p>
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SCHOOL NEWSLETTER	<p>School newsletters and notices will be sent via the Hero App or by email. Please indicate if you need a paper copy</p> <p><input type="checkbox"/> I need paper newsletters and notices sent home with my child</p> <p><input type="checkbox"/> Send to both parent email addresses</p> <p><input type="checkbox"/> Send to _____ (email address)</p>
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PARENT HELP	<p>Your help is always appreciated - please indicate below if you are able to assist.</p> <p>I am prepared to help: <input type="checkbox"/> assist in the classroom (<i>please see your child's teacher</i>)</p> <p> <input type="checkbox"/> transport for trips</p> <p> <input type="checkbox"/> as part of a parents' group</p> <p> <input type="checkbox"/> through my work as a _____</p> <p> <input type="checkbox"/> other (please state)</p>
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TRIPS	<p>Trip / Event permission – Blanket Consent</p> <p>I give permission for my child to attend all low risk EOTC (Education Outside the Classroom) activities (on school grounds and supervised visits within the Wellington Region) while at Pomare School, with the understanding that I will be notified beforehand of times and requirements.</p> <p><i>For some trips a school van and/or private transport may be used – children will use seat belts and vehicles will have a current Warrant of Fitness.</i></p> <p>I give permission for my child to walk/travel to and attend low risk EOTC activities within the Wellington Region for educational purposes.</p> <p style="text-align: right;"><input type="checkbox"/> I agree / <input type="checkbox"/> I do not agree</p>
	<p>I understand that parents are not required to make any payments for trips and events (other than CAMP)</p> <p style="text-align: right;"><input type="checkbox"/> I agree / <input type="checkbox"/> I do not agree</p>

MEDICAL	<p>Sunscreen</p> <p>I give permission for my child to put sunscreen on while at school <input type="checkbox"/> I agree / <input type="checkbox"/> I do not agree</p>
	<p>Health Professionals</p> <p>I give permission for my child to undergo vision and hearing testing <input type="checkbox"/> I agree / <input type="checkbox"/> I do not agree</p>
	<p>I give permission for my child to be seen by a School Health Professional or Dental Nurse</p> <p style="text-align: right;"><input type="checkbox"/> I agree / <input type="checkbox"/> I do not agree</p>

PUBLISHING PERMISSION	<p>Publishing permission</p> <p>I give permission for Pomare School to publish my child's work online. Only the child's first name will be used for identification.</p> <p style="text-align: right;"><input type="checkbox"/> I agree / <input type="checkbox"/> I do not agree</p>
	<p>I give permission for Pomare School to use my child's photograph online in a <u>closed</u> platform. Eg. Hero App, Class Dojo, etc. Only the child's first name will be used for identification.</p> <p style="text-align: right;"><input type="checkbox"/> I agree / <input type="checkbox"/> I do not agree</p>
	<p>I give permission for Pomare School to use my child's photograph online in an <u>open</u> platform. Eg. website, school Facebook page, newsletter, advertising. Photographs will not be named.</p> <p style="text-align: right;"><input type="checkbox"/> I agree / <input type="checkbox"/> I do not agree</p>
	<p><i>If students are to be identified by their full name, specific permission would be sought.</i></p>

BEHAVIOUR	<p>Children's behaviour and parent responsibilities</p> <p>I agree to the Pomare School PC4L (Positive Culture for Learning) procedures, underpinned by the Pomare PRIDE values, and I will support the school in carrying these out.</p> <p style="text-align: right;"><input type="checkbox"/> I agree / <input type="checkbox"/> I do not agree</p>
	<p>I agree to the Pomare School <i>Code of Conduct for Parents, Caregivers and Visitors</i> statement, and I will support the school in carrying it out.</p> <p style="text-align: right;"><input type="checkbox"/> I agree / <input type="checkbox"/> I do not agree</p>

Computer and Internet Use Agreement

I have read the Pomare School Student User Agreement (in the Pomare School enrolment pack).

Pomare School wants to help your child learn in the best ways we can, and keep them safe at school. We will do this by:

- help your child to know what they need to do to keep safe online
- help your child to know what to do if they are worried or upset by anything or anyone online
- make sure your child has learning times at school where they can find out more about keeping safe online, and safe ways to use their device

We want our school to be a place that is safe and friendly, where we can learn, play and explore. To do this we need everyone to choose safe, careful, and fair ways of using devices and online spaces. As a digital citizen this means your child will:

- **Keep it kind.** When they are online, they will think about others and talk or share in a kind way.
- **Keep it to yourself.** They will keep their passwords and information about themselves or other people safe and private.
- **Keep it careful.** They will think carefully about what they share and make sure it's something they are proud of and would be happy sharing with someone else face to face.
- **Keep it real.** Not everything they see online is real. It might look or sound real, but some things are made up or fake, so they will be careful to check or ask a teacher if I'm not sure.
- **Keep it honest.** When they copy or use words, pictures and ideas from the internet, they need to make sure they share these things in the right way and follow the rules for sharing things that don't belong to me.
- **Keep it fair.** Make sure they check with others if it is okay to record them, or share photos or videos with them in it. They should have a say in what happens to things that go online if they are in them.
- **Keep it responsible.** If they bring their own device to school, they will use it in ways, and at the times that their teacher says it is okay to

I am aware of the school's strategies to maintain a safe internet learning environment, including my child's responsibilities.

I know that if my child makes choices or behaves in ways that don't align with this Student User Agreement there may be consequences or outcomes that the school will talk about with me.

I agree / I do not agree

I have read the section *Student Statement* in the Student User Agreement to my child

yes / no

I give permission for my child to use the following apps for learning as required:

- Blogger
- Chrome Web Store
- Google Arts and Culture
- Google Earth
- Google Maps
- Google Photos
- Google Play (students can only access a list of allowed apps)
- Google Translate
- Managed Google Play
- YouTube

yes / no

Parent / caregiver name

Signature