



Parkfields Middle School

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November 2019

Dear Parent/Carer

Youth Support Service Agreement – Parental Consent

If your child is aged 12 or over, the school is legally required to pass on certain information to the provider of youth support services in their area. In Central Bedfordshire, it is the Local Authority's Youth Support Service (YSS) for young people aged 13 to 19 who have this responsibility. The Youth Support Service provides advice, guidance and support to assist young people in helping them to achieve their potential and realise benefits from education, learning and employment.

For pupils aged 13 years and over, the school must provide the name and address of the pupil (including date of birth) and their parents and any further information relevant to the support services' role to the YSS. This information will be shared with post-16 providers, who are a progression route for Central Bedfordshire learners. These providers may be able to offer choices to the young person which could improve their life chances and enable them to make a positive contribution. The information will also be shared as part of the September Guarantee Process, which is a statutory obligation for Children Services to ensure that all young people are offered appropriate learning opportunities.

As the information we pass onto YSS is limited, additional information other than your child's name, address and date of birth can also be shared with YSS, with your permission as the parent of a pupil aged 13 or over, or the permission of the pupil if aged 16 or over.

For more information about services for young people, please go to the local authority website.

<http://www.centralbedfordshire.gov.uk/children/youth-support/about/service.aspx>

As a parent or carer, we are therefore asking you to indicate on the enclosed form whether you wish to give consent to disclose additional information to YSS about your child. If you **do not wish** to consent to any additional information beyond name, address and date of birth being passed to YSS, then please ensure that this is indicated on the enclosed **Consent Form** and returned to the School Office by **Friday 6 December**.

Please note that failure to return the form by the deadline will be interpreted by the school as permission given for the release of additional information to the Youth Support Service.

For further details of how we deal with your child's information and the rights you or your child has to access this information, please refer to the school's Pupil Privacy Notice, which is available to view via the website at www.parkfieldsschool.co.uk.

Yours sincerely

James Hughes
Headteacher

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Youth Support Service Agreement - Consent Form

Pupil's Name: Form:

Do you, as the parent or carer, consent to pupil data (other than name, address & date of birth) being shared with the Youth Support Service?

Please tick ✓ one option below to indicate response.

Please tick ✓ as appropriate

Permission has been given by the parent/carer (Data in addition to name & address can be shared with YSS)	Yes
Permission has been refused by the parent/carer (Data other than name, address and date of birth cannot be shared with YSS)	No

Please note:

If no reply has been received from you by **Friday 6 December** then additional data **will be shared** with the Youth Support Service.

Parent/Carer Name:

Signature: Date:
(Parent/Carer)

GDPR May 2018

Please note that personal details supplied on this form will be held and/or computerised by **Parkfields Middle School** for Education purposes. The information will be disclosed and held by the Local Education Authority and the DfE (Department for Education). Full details of the purposes and use made of the information provided are outlined in the school's Pupil Privacy Notice available via the school website at www.parkfieldsschool.co.uk. Your personal details will be safeguarded and will not be divulged to any other individuals or organisations for any other purposes.

