




12<sup>th</sup> September 2023


Dear Parent/Carer(s)

**RE: Data Collection, Home/School Agreement, Permissions, OV7 (annual trip consent) and Online Safety**

As you are aware, every year parents are required to update their child’s data collection/permissions details and make the relevant changes via the **SIMS Parent Lite App**. If you have not already registered for the app, you will receive an invite via email.

 Data Collection Sheet


It is vitally important that our records are accurate. Please check your child’s Data Collection details and confirm that they are all correct. Please make any necessary amendments. Changes during the year are also to be updated via the app.

 Home / School Agreement


For any school to function efficiently members of staff, parents and children need to have a clear understanding of their roles and responsibilities. Our Home/School Agreement has been developed, after consultation with parents and governors, to ensure that this is the case. Please take the time to read through the agreement (attached) with your child/ren. **If you have not already ticked the Home/School Agreement box in the SIMS Parent Lite App, please do so once read.** We choose to send our Home/School Agreement to all parents annually as affirmation of our commitment to a strong partnership.


 Permissions form

Please read through the permissions form (attached) **and if not already done so, please tick the relevant boxes in the SIMS Parent Lite App.**

 OV7 form – Annual Trips

You have previously completed an annual OV7 form to enable your child to go on school trips. **If you have not already done so, please tick the OV7 box in the SIMS Parent Lite App to confirm your child can attend school trips again this year.** You will receive a letter via email, when children are going on school trips asking you to consent and make payment via Schoolgateway.

 Online Safety Acceptable Use Agreement (children in Years 3 to 6) - Please read through the Online Safety Acceptable Use Agreement (attached) with your child and talk with them to ensure they understand the importance and what it means for them (and for you). **If you have not already done so, please tick the Online Safety box in the SIMS Parent Lite App to confirm that you have shared this with your child.**

 Parent Internet Agreement - Please read through the Parent Internet Agreement (attached). **If you have not already done so, please tick the Parent Internet Agreement box in the SIMS Parent Lite App.**

 Collection of children

**Children in Years 4, 5 and 6 are allowed to walk home from school on their own provided parents have ticked the consent box in the SIMS Parent Lite App. Children in Years R, 1, 2 and 3 ARE NOT allowed to be collected by anybody under the age of 16.** Please note – during the Autumn Term/Spring Term (1<sup>st</sup> half), children WILL NOT be able to walk home alone due to the dark evenings, if they attend After School Clubs, which finish at 4.15pm – they will need to be collected by an adult.

If you require any help with the SIMS Parent Lite App, please do not hesitate to the contact the school office.

Yours sincerely

*T Skeggs*

**TERESA SKEGGS**

Executive Headteacher.

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