

Welcome to Ecclesfield School



#WeAreEcco

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www.ecclesfield-school.com

March 2017

Dear Parents and Students

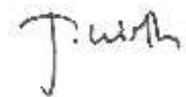
Welcome to Ecclesfield School. I am delighted that you have been awarded a place with us and genuinely excited by the prospect of sharing with you all the many things that make our school so special. This is, I hope, the start of a positive and fruitful partnership between you as students and parents and us as a school. Together, we will succeed.

We have been delighted by the number of families who have requested a place at Ecclesfield as their first choice of secondary school. I am sure that this popularity is founded upon the high levels of parental satisfaction and level of care we provide. We are determined to further improve standards at the school and to ensure that your time with us is a happy and successful one.

I know that many of you visited us on our Open Evening back in September but I feel that it is important that you read through the attached booklet. If you have any concerns or would like to talk through any issues, before September, please do not hesitate to contact Miss Caroline Fancett, the school's Transition Co-ordinator and Assistant Headteacher, who can be contacted at cfancett@eccoschool.com

We are all very much looking forward to meeting you and to working with you over the next few years.

Yours sincerely

A handwritten signature in black ink, appearing to read 'J. Wirth', written in a cursive style.

Mr J Wirth
Headteacher

INDUCTION DAY 2017

We are already very excited about welcoming our new Year 7 students to Ecclesfield for their Induction Day on **Monday June 26th, 8.30am-3pm.** This will be a chance for students to meet their new classmates, mentor, pastoral staff and other key staff. During the day, students will be able to take part in lessons, enjoy a tour of their new school and experience a delicious school dinner in our canteen. They will spend a significant amount of time with their mentor and future classmates and they will have the chance to have any of their questions answered. We hope the day will give students an idea of what to expect in September and allay any worries.

Before the Induction day, we will send you (via primary schools) more detailed information about the starting time and plans for the day.

Y6 PARENTS' EVENING

This will also take place on the evening of **Monday June 26th** (the same day as Induction Day) and this is an opportunity for both parents and children to meet individually with your child's new mentor. There will also be a presentation from the Headteacher, pastoral staff and senior students. Again, we'll hope to answer any questions you may have and we look forward to welcoming you. Further details will be sent out nearer the time but we expect the evening to be split into two sessions (4:30 – 6pm and 6pm – 7:30pm).

SEPTEMBER START DATE

Students will start school on **Wednesday September 6th 2017.** We will announce full details of their first day back later on this academic year but this is hopefully helpful information for parents/carers when booking holidays and making other plans.

UNIFORM

At Ecclesfield we believe that uniform is very important and we pride ourselves on high standards of presentation. The school operates a strict uniform code that has the overwhelming support of parents and we ask parents to support us by ensuring students are dressed appropriately and correctly for school each day.

In the coming weeks we will be producing a brochure which will clearly outline everything you need to know about uniform. We recommend waiting for this official uniform brochure before purchasing any new uniform, including trousers and footwear. This also includes PE uniform as there have recently been some changes to the current PE kit worn. The brochure will be sent to primary schools shortly and more information will be available on our website: www.ecclesfield-school.com (Please note the website brochure currently shows 2016-17 information but this will be updated during April/May 2017 time for your convenience).

To support parents, we will be holding a uniform sizing event **on**

Wednesday May 24th 2017 from 3pm until 7.30pm here at Ecclesfield. We would strongly recommend you attend this event as it is a chance for your child to be measured for their school jumper by Imperial Sports, our official uniform supplier. You will also be able to order and purchase other items of official school uniform and ask any questions you may have. After this point, you will be able to order uniform from the link on our website.

Thank you for your support in ensuring we maintain our high standards and we look forward to meeting you in May.

CASHLESS MEAL SERVICE

Here at Ecclesfield, we use a cashless catering system so to make the purchasing of food much easier and more efficient for our students. It also allows our parents/carers to have peace of mind as to what their children are eating and know that money has been spent on healthy, freshly made food. As the catering system is biometric, we have a duty to notify each parent and obtain written consent. Please refer to the letter at the back of this booklet and return the slip to school on Wednesday May 24th (Uniform sizing event). Thank you for your cooperation.

ATTENDANCE

At Ecclesfield, we understand that attendance is a critical part of a student's academic career. As such, we have high expectations for excellent attendance (98-100%). **Please note that holidays in the school term will not be authorised under any circumstances.**

We are proud to have a robust policy of monitoring and tracking attendance and engaging parents in the process here at Ecclesfield. As a result of this, the school has made huge strides in tackling attendance issues over the last four years and we have seen whole school attendance rise well above the city average.

We are keen to reward students with good and outstanding attendance so be prepared for lots of certificates and other forms of recognition! Thank you in advance for promoting high attendance and punctuality.

VERTICAL MENTORING

Ecclesfield has a system of vertical mentoring across all year groups. This involves all Y7 students being placed in smaller form groups consisting of five students from each year group (Y7 to Y11). Students will only be together as a mixed-year form during mentor period and in House assemblies. In lessons, students will be taught with their year group only. We believe that one benefit of this is to ease transition into secondary school for all Y7 students, giving them access to assistance, advice and guidance from older students in the first crucial weeks and as they grow through the school.

Form groups are led by a **Mentor** (form tutor) and these groups facilitate social and academic integration. Your child's Mentor will be your main point of contact in school. It is usual that a form group will have the same Mentor and Head of House throughout all five years.

Form groups are organised into Houses, each of which will be led by a **Head of House** from the teaching staff, supported by a full-time, non-teaching **Pastoral Manager. Deputy Headteacher**, Mr Walkden, is responsible for the overall direction of pastoral care in the school and co-ordinates the work of the pastoral team.

Vertical mentoring will affect registration period only (8:40 – 9am).

Timetabled lessons will remain 'horizontal', with students in classes with others in their year group. These groupings are known as 'teaching groups'.

Full details of House names and contact details can be found at the back of this booklet. You'll find out details of your child's mentor group, House and teaching groups in the coming months and in time for Induction Day (once again, via the primary school).

PLACING STUDENTS INTO FORM GROUPS AND TEACHING GROUPS

With more than 350 students coming to Ecclesfield next year, we are sure you can imagine this is an enormous, yet enjoyable, undertaking. To help us do this evenly and fairly we ask for information from primary schools about:

- Academic strengths and areas for development
- General behaviour and attendance
- Friendship circles

We then use this information to sort students into evenly matched teaching groups. Here are some common questions people ask about this process:

Will my child know someone in his/her teaching group?

We try to place everyone with somebody from their current school so that there is at least one face they recognise. Where there are any concerns about behaviour we deliberately keep students apart to ensure a fresh start.

Will my child be in a mentor group with his/her best friend?

This is extremely unlikely. The emphasis is on making a fresh start and making new friends. There is lots of time at breaks, lunchtimes and after-school activities for friends from primary school to get together. We actively encourage all students to engage in at least one of the 166+ clubs which we run and we always find students make new friends by doing so.

How will students be placed into Vertical Form groups?

After having sorted students into teaching groups, we will divide them up into four or five and place them in their new vertical form groups. As these groups of four or five come from the same Y7 teaching groups, when students leave their mentor period they will have three or four other students to go to lessons with. It is likely that the students in vertical groups will come from different primary schools.

How will Ecclesfield liaise with Y6 teachers to ensure a smooth transition?

We are aware that your child's Y6 teacher knows them better than anyone and we are keen to work with them as closely as possible. In the first instance, we will send out a form requesting information re. academic ability, behaviour and attendance. This helps us with our initial work. We will then meet with each of the feeder school Year 6 teachers for a one-to-one meeting. These meetings help us obtain more detailed information about each child, for example, finding out re. Hobbies/interests/strengths outside of the classroom etc. We then start work grouping the students and once this process is complete, we send our primaries a copy of suggested teaching groups for them to alert us to any combinations which, for any reason, may prove complex. As well as teacher meetings, at least two members of the Senior Team will visit each Feeder School for a Q&A session with the Yr. 6 class and we always look forward to this special hour as we are asked some brilliant questions from the students! Of course, we are there to try and dispel any myths and welcome the students to what will be the next five years of their lives but it's also always a lovely chance for us to get to know our new faces. All students will then visit us in June for Induction Day and will have the chance to meet their new classmates.

We are proud of the hard work which goes into our transition process and over the years we have experienced very few problems when children arrive at Ecclesfield. We find that the children settle quickly and tend to make friends from different primary schools – hopefully taking away any worry from both parent and student!

(Please note – If you already have a child here at Ecclesfield, it is highly likely they will be placed in the same House (but never the same mentor group!). This is to ensure an even smoother communication process between home and school).

MODERN FOREIGN LANGUAGES

All students entering Year 7 currently study one Modern Foreign Language; French, German or Spanish. Whilst the main emphasis is understanding and communication, there is also a strong focus on literacy, numeracy and cultural awareness. During their time at Ecclesfield, some pupils will have the chance to learn a second language and we are currently running French, Spanish and German second language groups in Year 8 and Year 9. In Key Stage 4, we offer French, German and Spanish GCSE as a continuation of the KS3 course.

If you have a reason for a preferred language, please email Miss Fancett (Transition Co-ordinator) cfancett@eccoschool.com stating your preferences and the reason for this. We shall make every effort to accommodate your wishes, though we expect as in past years, only a few parents will feel the need to specify a particular language. We are

unable to guarantee your request but will always try to support where possible if we can. As the process of drawing up class groups for next year begins soon, any language requests and reasons for these requests must reach us by Friday 12th May. All requests will be acknowledged via email.

SPECIAL EDUCATIONAL NEEDS AND DISABILITIES

Around 20% of children will have a special educational need at some point during their time in education. Sometimes parents worry that when children come up to secondary school that these needs are easily overlooked and that their child may fail to make progress. We hope to be able to reassure parents that we take careful steps to make sure that this does not happen. Here are some of the things that we at Ecclesfield do:

- Work closely with primary schools so to ensure they pass on as much information as possible about your child
- Where necessary, arrange for your child to make extra visits to the school to help make sure that their move to secondary school is as smooth as possible
- Give students a range of assessments to identify strengths and areas where they may need additional support
- Have in place a range of different intervention activities to support identified students in securing the skills they need to be as successful as possible.
- Work with a range of professionals from outside school to help us better meet the needs of your child
- Offer additional training and share information with staff so that they can provide the very best learning environment for your child
- Provide a well trained and experienced team including a Manager of Additional Learning, a team of Learning Support Assistants and one specialist SEND teacher
- Have an open door policy regarding enquiries from parents and carers as well as numerous opportunities over the academic year for you to discuss and review your child's learning with key staff.

If you have any questions about provision for your child or would like to arrange a visit to the department, please contact:

Mo Benson, Manager of Additional Learning (mbenson@eccoschool.com)

Emily Martin, SENCO and Assistant Headteacher/ (emartin@eccoschool.com)

Caroline Fancett, Transition Coordinator and Assistant Headteacher (cfancett@eccoschool.com)

MUSIC AT ECCLESFIELD SCHOOL

Music plays an important and exciting part of school life at Ecclesfield. Students in years 7, 8 and 9 receive classroom music lessons each week in mixed ability groups covering a wide range of exciting musical topics. In years 10 and year 11 all students have the choice to continue studying music by opting to take GCSE or the Technical

Award in music. There is an emphasis on practical music making and students are strongly encouraged to bring their instrument (if they already play one) in class.

The music department hosts a variety of musical events throughout the year including a series of concerts. One of the highlights of the school year is the whole school production; all of these performance opportunities offer a fantastic opportunity for Ecclesfield students to showcase their musical talents.

EXTRA CURRICULAR MUSIC AT ECCLESFIELD

Instrumental music is growing rapidly at Ecclesfield. We provide lessons for strings, woodwind, brass, percussion, keyboard, guitar, bass guitar and drum kit. We run a variety of musical ensembles and encourage as many students as possible to get involved. Extra-curricular activities are open to all students in the school. Extra-curricular ensembles currently running in the music department include:

| | | |
|--------------------|----------------------|-----------------|
| Ecco Concert Band | Keyboard Club | |
| The Ecco 'Honkers' | Ecco Singers | |
| Ecco Samba | Ecco Steel Pan Group | Production band |

We also are heavily involved in the Annual School Musical (in association with the Drama department).

INSTRUMENTAL TUITION AT ECCLESFIELD

Sheffield Music Hub

If your son or daughter is currently studying a musical instrument at primary school and they wish to continue playing at Ecclesfield all they need to do is fill out the 2017-18 music service fees to parents form at

<https://www.sheffieldmusicclub.org/>

Sheffield Music Service currently offers lessons at Ecclesfield in the following instruments:

| | |
|--------------------------------------|-----------------|
| Brass | Singing Lessons |
| Woodwind | Drums |
| Strings | Keyboard |
| Guitar (Electric, Acoustic and Bass) | |

If your son or daughter would like to begin learning an instrument they can also fill out the same form found on the website and send the fee direct to the music service.

Music Department Tuition

Each September, the music department identifies Year 7 students who are not already playing a musical instrument but have potential and ability. We are then able to offer students the opportunity to learn a brass or woodwind instrument and be taught at lunchtimes or after school by music staff. The instruments are provided by

the school and a small charge is applied to cover costs. If your child has a keen interest in music and would like to be considered for the 'Honkers', please contact Mrs C Power (Curriculum Leader for Music) email – cpower@eccoschool.com

In addition to the music lessons in curriculum time, we have a number of visiting professional music tutors who provide tuition in a number of instruments. When appropriate, students are entered for graded external music examinations.

Rock School examinations are accredited by the Trinity Guildhall examination board and are worth UCAS points in the same way the Associated Board of Music graded exams are. Students wishing to take a Rock School exam, will have to learn and perform three pieces to a CD backing track and undertake several musicianship tasks with a Rock School examiner. The Music department provides students with music for lessons, but a Rock School book will need to be purchased if a student decided to undertake an exam – these books are available from the Trinity Guildhall 'Rock School' website.

TERMS AND CONDITIONS (please keep this for your reference)

Tuition fees are paid in advance per term. Students need to have their own instrument as soon as possible from starting the programme. A minimum of a term notice is required if students wish to discontinue their lessons.

A fee will be payable if Sheffield Music Hub is not provided with the required written notice. There are no refunds if a student misses a lesson (however in certain cases, 'catch-up' lessons can be negotiated if enough notice is given). Regular practice is essential if students are to progress; your support is appreciated.

Extra-Curricular activities

As well as our fantastic music department, we are proud to have an extensive menu of extra-curricular activities. These range from study support sessions to sporting and creative fun! We expect students to attend at least one activity a week to help complement their school experience. Follow @ecco_zone on Twitter for the latest club news and see below for a typical Thursday this academic year. We currently have over 170 different clubs running so there is something for everyone and it's a great way to meet new people!

What's On @ Ecco... Thursdays

| Open to Years | Name of Activity | Time | Venue | Staff |
|------------------------------|--|--------------|----------------|---|
| Everyday | | | | |
| Y7-11 | Break Club (Invite Only) | Breaktime | G254 | Support for Learning/Student Support |
| Y7-11 | Maths help for all | Lunch | P212 | Maths Department |
| Y10-11 | ICT Access - All subject homework club | Lunch | C305 | Mr Lancashire |
| Y7-11 | Football | Lunch | Astro turf | - |
| Y7-11 | Homework club (Invite Only) | After School | P305 | Support for Learning/Student Support |
| Y7-11 | ICT Access - All subject homework club | After School | C305 | Mr Lancashire |
| Thursday Lunch Time | | | | |
| Y10-11 | Basketball Club (Boys & Girls) | Lunch | Gym 2 | Mr Asst |
| Y10-11 | GCSE PE Catch up | Lunch | S112 | Miss Taylor |
| Y7-11 | Book Club (wb 2 only) | Lunch | Library | Mrs Ward |
| Y10-11 | Art Club | Lunch | W302 | Miss Robinson |
| Y10-11 | Art Club | Lunch | W302 | Ms Piddell |
| Y10-11 | Music Home Learning Help | Lunch | K214 | Mrs Power/ Mr Silcock |
| Y7-9 | Language Club | Lunch | P108 | Miss Hamblett |
| Thursday After School | | | | |
| Y11 | GCSE Crisping - (Week 1 only) | After School | Sports Hall | Mr Anderson/ Miss Taylor/ Miss Pridmore |
| Y7 | Netball | After School | Netball Courts | Mr Asst |
| Y7-11 | Cross Country Running Club | After School | Field | Mr Thompson |
| Y8 | Y8 Boys Football Training | After School | Field | Mr Hyltonworth |
| Y11 | Y11 Boys Football Training | After School | Field | Mr Carter |
| Y11 | Business Revision | After School | P104 | Mrs Hughes |
| Y11 | Maths - Higher Tier Revision | After School | P207 | Mr Higgins |
| Y7-11 | VIP World Games Club | After School | Library | Mrs Bond |
| Y7-11 | School Band | After School | S208 | Mr Silcock |
| Y7-11 | Chess | After School | K203 | Mrs Power |
| Y10-11 | Duke of Edinburgh | After School | S112 | Mr Howarth/ Mr Thompson |
| Y7-9 | Hockey Club | After School | Gym 2 | Mr Baker |
| Y7-9 | Tech Future - Girls Club | After School | P121 | Mr Sagnat |

*** BEFORE ATTENDING AN ACTIVITY, PLEASE SEE THE MEMBER OF STAFF TO ENSURE THAT IT IS RUNNING AND IF NECESSARY TO OBTAIN A PASS **

To complement our extensive extra-curricular menu, we will once again be running our very successful Summer School from 24th-28th July 2017. We are still in the initial stages of planning but please find early details below. The Ecco Zone team is looking forward to visiting your primary school to talk to you all about it!



ECCO ZONE

24th-28th July 2017

ECCO ZONE

ACTIVITIES WEEK 2017!

Another action-packed programme of activities is planned for **current Y6 students** during the **first 5 days of the Summer holidays** here at Ecclesfield Secondary School.

As ever there will be activities for all including cooking, sports, music and arts and crafts activities!!

Look out for the 2017 activity brochures soon after the Spring Bank Holiday in 2017.

Email: eccozone@eccoschool.com to sign up to our mailing list to receive exclusive EccoZone updates!

Ecco Zone activities are **free** to children who are registered for **free school meals** or **eligible for the Pupil Premium**.

For more information on how to register for free school meals please ask at your school reception or visit www.sheffield.gov.uk/freeschoolmeals



Ecclesfield SCHOOL

We very much look forward to welcoming you to Ecclesfield and meeting you all in May for your child's uniform fitting and then again in June for Induction Day and Evening. In the meantime, key staff will visit your children in our feeder schools and we look forward to answering all of their questions. You can follow us on Twitter @officialecco for news of what is taking place at Ecclesfield, both in and out of the classroom. You can also 'Like' us on Facebook and see what's happening via our Instagram account – ecclesfieldschool Once again, thank you for your support and we shall see you very soon! **#WeAreEcco**

People to contact in school if you have any questions:

- Miss Fancett Transition Co-ordinator and Assistant Headteacher
cfancett@eccoschool.com

- Mr Wirth Headteacher
jwirth@eccoschool.com

- Mr Walkden Deputy Headteacher. Inclusion
rwalkden@eccoschool.com

- Miss Benson Manager of Additional Learning Provision
mbenson@eccoschool.com

- Mr Booth Safeguarding officer
pbooth@eccoschool.com

House Information:

| House Name | Head of House | Pastoral Manager |
|-------------------|--|---|
| Turing House | Mrs D Thompson (dthompson@eccoschool.com) | J Brown (jbrown@eccoschool.com) |
| Franklin House | Miss E McNulty (emcnulty@eccoschool.com) | Mr A Cater (acater@eccoschool.com) |
| Churchill House | Miss S Melody (smelody@eccoschool.com) | Mrs B Foster (bfoster@eccoschool.com) |
| Rowling House | Mr R Morton (rmorton@eccoschool.com) | Miss L Travis (ltravis@eccoschool.com) |
| Nightingale House | Miss A Dean (adean@eccoschool.com) | Miss K Sowersby (ksowersby@eccoschool.com) |





Communication with school

Strong home-school relationships are key to a successful working relationship and we are constantly looking for innovative ways in which to engage with our parents. Once your child joins us here at Ecclesfield, you'll receive details as to how to log on to our brand new parent portal. On here, you'll find information regarding your child's attendance, academic achievements, reports and activities they are engaging with outside of the classroom. You'll also have email alerts when we send out our newsletter and other key information.

In the meantime, you can find us at www.ecclesfield-school.com or via our social media accounts. We'll keep you informed and up to date and post lots of news from both inside and outside of the classroom! As well as the official school Facebook, Twitter and Instagram accounts, we have a range of departmental Twitter accounts. Full details are as follows:

Department

@eccodrama
@eccomuso
@eccomfl
@eccoscience
@eccoenglish
@eccoartdept
@eccodt
@eccopedept
@eccomathsdept
@eccogeography
@historyecco
@eccoict

Houses

@EccoChurchill
@EccoTuring
@EccoRowling
@EccoNightingale
@EccoFranklin

Exams

@eccoExams

Extra-Curricular

@ecco_zone

If you do not wish pictures of your child(ren) to appear on our social media forums, please email cfancett@eccoschool.com so we can update our list before June 2017. (Please note that we never post names with photos).

#WeAreEcco

Notes/Questions for Induction day:

Notes/Questions for Induction day:

Our ref: AF/AHL
April 2017

Dear Parent/Carer

CASHLESS MEAL SERVICE

As part of your child's Induction Day at Ecclesfield on 26th June, we would like to ensure that all students are set up ready for their first day at Ecclesfield and, as part of those preparations we would like to ensure that every child is registered on the school's cashless catering system so they can easily access the dining facilities.

As the catering system is biometric, we have a duty under the Protection of Freedoms Act 2012 (sections 26 to 28), to notify each parent of a child and obtain the written consent of at least one parent before they are able to use the automated system.

You should also note that the law places specific requirements on schools when using personal information such as biometric information about pupils for the purposes of an automated recognition system and for this reason we are outlining details of what this means here at Ecclesfield.

Why do we use a cashless payment system?

- a) **Healthier eating** - The system has a number of benefits which have been beneficial in managing the nutritional needs and healthy lifestyles of our students. We work closely with our catering provider (Eden Catering) to ensure that our students receive a wide and varied choice of quality food options. The biometric system has contributed to the development of good quality food provision by allowing the production of detailed information and reports which inform the catering management team on student choices. This way we can ensure that we continue to develop and enhance nutritional value for our students. We can also give you as a parent a check on spending for your child if you had any concerns.
- b) **Peace of mind for parents** – With a cashless system, you can be confident that the money you give your child will be spent in school on food that has been freshly-prepared and which is nutritionally balanced. Once your child has loaded money onto their account, these funds can only be spent in school therefore minimising opportunities for a visit to the sweet shop on the way to or from school! Many parents will also feel happier that they are not sending their child into school every day with small but significant amounts of money.
- c) **Uptake in Free School Meals (FSM)** - We have also seen an uptake on Free School Meals. Because it is cashless, all students have their daily allowance and there is therefore no identification means for FSM students other than information shown to the till operator. This has removed the stigma of FSM for our students and they have more freely accessed the daily allowance and we have been able to ensure all students are obtaining a meal each day.
- d) **Quicker service** - The system has made our lunchtime queues quicker giving the students more free time at lunch.
- e) ...and the students like the system, which is equally important to us!

Please note that when your child leaves the school, or should you or your child opt out of the system, the biometric information will be deleted.

What is biometric information and how will it be used?

Biometric information is information about a person's physical or behavioural characteristics that can be used to identify them, for example, information from their finger, iris or palm. The school would like to take and use information from your child's finger and use this information for the purpose of providing your child with access to catering facilities.

What do we mean?

The information will be used as part of an automated biometric recognition system. It will take measurements of your child's fingertip and instantly convert these measurements into a numerical code which is stored on the system. **Please note the measurements of your child's finger are not stored**, only the converted code, which is then used to recognise your child when they access the system again with their fingertip.

Online account management

At the start of the school year you will be sent a letter which will outline our online payments system. Many of our parents prefer to use this option to top up their child's meal account. The system also allows you to view what your child is purchasing. The letter will guide you through setup. In addition you can view the parental support guide on our parent section of the school website.

Providing your consent

As stated above, the written consent of at least one parent is required. However, consent given by one parent will be overridden if the other parent objects in writing to the use of their child's biometric information. Similarly, if your child objects to this, the school cannot collect or use his/her biometric information for inclusion on the automated recognition system.

You can also object to the proposed processing of your child's biometric information at a later stage or withdraw any consent you have previously given. This means that, if you give consent but later change your mind, you can withdraw this consent. Please note that any consent, withdrawal of consent or objection from a parent must be in writing. Even if you have consented, your child can object or refuse at any time to their biometric information being used and this objection does not need to be in writing. We would appreciate it if you could discuss this with your child and explain to them that they can object to this if they wish.

The school is also happy to answer any questions you or your child may have. If you do not wish your child's biometric information to be processed by the school, or your child objects to such processing, the law says that we must provide reasonable alternative arrangements for children who are not going to use the automated system to access our catering provision. This will be done in the form of a PIN. Please note we do not encourage this means of access as it is less secure and can students can be prone to sharing the PIN with friends. Consequently, there is a potential cost here to parents!

If you give consent to the processing of your child's biometric information, please sign, date **and return the enclosed consent form when you attend the Ecclesfield School Uniform Sizing Event on 24th May. If you are unable to attend this event please return the consent form FAO: Student Services at the school address.**

Yours sincerely

A France

Adele France
Business Manager

CONSENT FORM - USE OF BIOMETRIC INFORMATION IN SCHOOL

I consent to the my child's finger recognition being taken as part of the biometric registration system for catering provision at Ecclesfield School and understand this will be used for the purpose of the catering access.

By signing this form you give consent for your child to be registered as part of the induction day. Should your child leave the school at any time or, you or your child no longer wishes to use the catering provision, your child's data will be deleted. Please ensure that any requests are made in writing to the school.

All biometric data regarding your child will be securely deleted when leaving the school.

I have read the content of the letter given by Ecclesfield School and give consent for my child (please detail below) to be registered for the biometric catering system.

I understand that at any point I can request for my child to be withdrawn from the system by given prior written notification to the school.

Name of child:

Parent/Carer name:

Parent/Carer signature:

Date:

Please bring this Consent Form with you when you attend the Ecclesfield School Uniform Sizing Event on 24th May. If you are unable to attend this event please return this Consent Form FAO: Student Services at the school address by 24th May 2017.

Parents' Forum

We are always looking to welcome new parents to our Parents' Forum and would love for you to join us! We meet twice termly and discuss key aspects surrounding your child's education here at Ecclesfield. It's a chance to meet key staff, hear up to date news and most importantly, have your say! In the recent year, our parents have had a big say in our new uniform as well as leading on our brand new parent portal.

If this is something you might be interested in, please fill in the details below, tear off the back page and simply return to the labelled box on June 26th. Alternatively, please email Miss C Fancett (Assistant Headteacher) at cfancett@eccoschool.com

Your Name:.....

Your Child's Name:.....

Your email address/contact number:

#WeAreEcco



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Like us on Facebook - [Ecclesfield School](#)



Follow us on Twitter - [@officialecco](#)