



www.bbc.co.uk/schoolreport

BBC NEWS SCHOOL REPORT 2013-14

PARENT/GUARDIAN CONSENT FORM

Dear Parent or Guardian,

Your child has been selected by their school to take part in BBC News School Report 2013-14. This is a project being run by the school with the support of the BBC. You can find out more about the project at www.bbc.co.uk/schoolreport

The purpose of this letter is to give you some information on the project and ask for your consent for your child to take part.

Background on BBC News School Report

BBC News School Report gives 11-16 year-old students in the UK the chance to make their own news reports for a real audience.

Using lesson plans and materials from www.bbc.co.uk/schoolreport and with support from BBC staff and teachers help students develop their journalistic skills to become School Reporters.

In March, schools take part in an annual News Day, simultaneously creating video, audio and text-based news reports, and publishing them on a school website, to which the BBC aims to link. The next News Day is Thursday 27 March 2014.

The BBC also intends to report on children's activities in some schools. This is so people around the UK can see and hear about the news children think is important and so that other schools can find out about the project.

So when you agree to your child taking part you are agreeing that their work, or audio or audio-visual recordings and still images featuring them, may appear on the school web pages but possibly also on BBC radio, TV or online or in other ways too. The school has agreed to make sure that only children's first names are used to help protect their identity.

The school will retain responsibility for your child's welfare while they participate in the project and will ensure that children taking part in the project will be accompanied by a member of school staff at all times.

Terms of the children's involvement

The terms and conditions for the children's involvement are set out on the last page of this letter. Your child will not be able to participate unless this form has been signed and returned to the School.

In some cases schools are working with other organisations on the project e.g. other local schools. Please contact your school directly if you want to know whether they will be working with partners in this way.

The BBC is committed to safeguarding the welfare of the children and young people it works with, and School Report is run according to the BBC's Child Protection Policy and Editorial Guidelines designed to ensure this happens. You can find out more about the BBC Child Protection Policy at:

http://www.bbc.co.uk/aboutthebbc/insidethebbc/howwework/policiesandguidelines/child_protection.html

and the Editorial Guidelines at:

www.bbc.co.uk/editorialguidelines

If you would like your child to take part please sign the attached form and return it to the school. If you have any questions or concerns you would like answering please don't hesitate to contact the school.

Thank you for giving your consent – it should be great fun and a good learning experience for all the pupils involved.

Yours faithfully,

Helen Shreeve
Editor, BBC News School Report

Parental Consent Form BBC News School Report 2013-2014

To be kept on file by school - do not return to the BBC

PLEASE COMPLETE & SIGN BELOW

- I give consent for my child to take part in BBC News School Report project.
- I understand that in taking part my child will contribute to, make and appear in written, audio and audio-visual material which may be published in a variety of ways by both my child's school and the BBC.
- I also understand and agree that the BBC may record and/or photograph my child while they are engaged in School Report activities.
- I confirm that I am happy for material that my child has made or appears in to be used by the BBC and the school in connection with BBC News School Report in any media (e.g. radio, television and online) throughout the world.
- I understand that the BBC needs editorial control over any material used by the BBC and agree that, if it uses my child's work, the BBC may alter, edit or cut the material as it sees fit.
- I accept that my child's contribution may be shared with trusted third parties, for instance other schools and educational bodies and to publicise the BBC News School Report project.

Name of Child:

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Name of School:

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Signature of Parent/Guardian:

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Date:

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Name of Parent/Guardian:

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Contact number:

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This information will be retained by the school not by the BBC.