

Lingfield Surrey RH7 6PH

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Headmaster: R.W.W. Bool BA MBA

February 2023

Dear Parents

**Famly Online Consent Form**

To assist us with the recording and planning of your child’s educational development we use Famly. This market leading educational reporting and assessment system is used in nurseries and schools around the U.K. and worldwide.  
  
The Parent Portal function of this unique system allows children, parents and teachers to work closely together which is highly beneficial for your child as it celebrates your child’s achievements supporting their progress. Each child will have their own online Interactive Learning Journey, which assists us with the recording and planning of your child’s educational and personal development in line with the Early Years Foundation Stage Educational Programmes. These are working diaries and are ongoing until the end of Reception. Parents will be provided access to the Famly Portal, this allows us to work closely together by enabling parents to see what their children are achieving in school. We are also very keen to engage every parent in their child’s learning and progress throughout the year and welcome observations, videos and photographs that you make of your child thus enhancing our holistic and collaborative approach to learning.

As this is an online profile, we will need your permission to initiate your child’s account.

Please be rest assured that the information about your child and their learning is secure and is only accessed by the members of staff and yourselves as parents. Any personal details about your child are confidential and will not be disclosed. Further photographic and video consents are obtained upon registration for the sharing of your child’s images.

Upon receipt of the required consent form, you will receive an email with login details to both the Famly app and the desktop version of the portal. Your login is unique to your child’s account so please refrain from sharing your child’s account with other users.

Please complete the attached form and return to your class teacher or email Mrs Vickery at [earlyyearsadmin@lingfieldcollege.co.uk](mailto:earlyyearsadmin@lingfieldcollege.co.uk)

If you require any more information regarding Famly and its features, you can visit

[Famly Parents Welcome Video](https://help.famly.co/en/articles/4915100-parents-welcome-video-guide) and [Famly Help Centre for Parents](https://help.famly.co/en/collections/2776807-help-centre-for-parents). If you experience difficulties at any time accessing your child’s diary please contact Mrs Vickery on [earlyyearsadmin@lingfieldcollege.co.uk](mailto:earlyyearsadmin@lingfieldcollege.co.uk)

Kind regards,

Mrs Vickery



**Parental Consent Form - Famly**

**Child’s name: -** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Class: -** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

We, the undersigned, hereby: -

|  |  |
| --- | --- |
| Give permission to Lingfield College Foundation Stage to store my personal data including but not limited to my child’s name, family names and contact details including my email addresses, home address and contact numbers. Please note that without this information full functionality of Famly is limited. |  |
| Give permission for our child’s image either in a video or as a photograph to be uploaded as part of an observation for their Learning Journey. |  |
| Give permission for our child’s image to occasionally appear in other children’s Learning Journeys. |  |
| Will protect images of other children who may occasionally appear in any photographs or videos contained in our child’s Learning Journey. |  |
| Agree to not publish images of my child or other children and/or staff members on any social media sites, including but not limited to Instagram or Facebook. |  |
| Agree to refrain from sharing your personal login details to others keeping your child’s account private to yourselves. |  |
| Agree to speak to a member of staff about any difficulties that you may encounter with Famly. |  |
| Agree to access being granted so my child’s Learning Journey can start as soon as they start in our Early Years class. |  |

Please tick all relevant boxes thus providing consent to the use of Famly.

|  |  |  |
| --- | --- | --- |
| Parent’s name  (please print) | Signature | Date |

|  |  |  |
| --- | --- | --- |
| Parent’s name  (please print) | Signature | Date |

Please return this to your child’s class teacher.