



Be **SMART** learning online

S - ECRET	we keep our personal information secret. This includes our real name, address, phone number, photos or school name
M - EETING	we never arrange to meet someone we only know online, it can be very dangerous
A - CCEPTING	never accept friend request or emails, files, pictures or texts from people you do not know or trust
R - ELIABLE	we know not everything we see online is reliable or trustworthy
T - ELL	if we are ever worried, we always tell a trusted adult



ONLINE PARENTAL CONSENT

Dear Parents/Guardians,

We want to ensure that your child is safe and happy while studying online. To help us, we ask you to read this form for any student aged under 18.

Please note that the student will not be able to start the course until you confirm that you have read and understand the contents of the form. If any changes occur on given information, please make sure to notify us on welcometoenglishschool@gmail.com.

Information for Parents/Guardians:

Personal Data

Name of student

Email address (parent/guardian)

Mobile number

Applies to all students under the age of 18

Please make sure that your children are on line 10 minutes before the class starts.

If student fails to attend the class 15 minutes after the scheduled start time, lesson will be abandoned and deducted from his/her allocation.

Welcome to English School provides each student with:

- Access to the learning materials
- Digital resources and online learning activities

Code of Conduct in an online class



Code of Conduct explains to students how to behave in an online environment and a breach of the Code of Conduct may lead to a student expulsion.

Welcome to English School make sure that everyone taking part in our services has seen, understand and agreed to follow the code of behaviour, and that they understand the consequences of inappropriate behaviour.

Student should do:

- Cooperate with others
- Be friendly and helpful
- Listen to others
- Have good manners
- Be respectful, punctual
- Take responsibility for own behaviour
- Join in and have fun!

shouldn't do:

- bully other people
- be disrespectful to others
- be abusive or racist
- be intimidating
- cyberbully

Welcome to English Teachers:

Please note all our staff and teachers have had many years of experience. They are all DBS checked for suitability for working with children and adults and are all qualified in Prevent and Safeguarding. A DBS check is a record of a person's criminal convictions and cautions.

Parental/Guardian consent:

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I hereby give my permission for my child to participate in an online course at Welcome to English School.

Yes

No

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By affirming my consent for my child to participate in an online class, I understand that no disrespectful behaviour, or any form of racism shall be allowed in class. My child must follow the rules and regulations of the school, including Code of Conduct and online internet safety (SMART) rules so that school can keep all children safe.

Yes

No





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I agree to and understand the responsibilities my child has using the online services provided at Welcome to English School for educational purposes. In this regard, I give my consent for my child's participation to be included in the promotion of the school, being filmed, recorded or photographed during the class.

Yes

No

Welcome to English School, promises to keep this information secure and will only give it to people who are directly involved in caring for your child on a daily basis and will not pass on any details to 3rd parties to be used in marketing.

Note: while every reasonable effort is made by Welcome to English School to prevent student exposure to inappropriate online content when using our services, it is not possible to completely eliminate the risk of such exposure. Welcome to English cannot filter Internet content accessed by your child from home or from other locations. Welcome to English recommends the use of appropriate Internet filtering software.

***Important to fill in**

By signing below, I confirm that I have read and understand that my child's personal and educational information shall be stored in a School's database and information shall be limited to the School's staff, teachers or the management. I hereby give my consent for my child's participation in the online English class conducted and organised by the School – Welcome to English.

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SIGNATURE

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DATE