

Transition to School Digital Statement consent form

The Transition to School Digital Statement communicates a child's prior-to-school learning and development to their new school, to support continuity of learning.

About this form

The purpose of this form is to seek your consent for your child's early learning service (the Service) to disclose personal and health information to the Department of Education (the department).

The information shared to the department may include:

- Personal information (such as my child's name, date of birth, a photograph, behaviour and attendance records at the early learning service, and whether there are any current court orders in place);
- Health information (such as any allergies or disability that my child may have, any specialist supports relating to my child's learning or development and whether my child has an NDIS plan); and
- Opinions (such as observations by early childhood educators about my child's feelings and readiness to commence school and an assessment of my child's early learning and development status).

Why is this information collected?

This information will be used for the purpose of:

- assisting your child's transition to school by providing relevant information to their future school; and
- assisting your child's school to meet its duty of care.

The information may be provided to the school that my child is going to attend, by the department, for those purposes.

This information may be disclosed to NSW State and Commonwealth government agencies for the above purposes and as authorised or required by law.

What if I do not consent?

Participation in the Transition to School Digital Statement is voluntary, and it is your decision whether you consent. If you do not consent, you may opt to collect the information from the Service and give it to your child's school yourself or you can opt not to have a transition to school statement provided to your child's school.

About your personal information

The department is committed to protecting the privacy of your Personal Information in accordance with the *Privacy and Personal Information Protection Act 1998* (NSW) and the *Privacy Act 1988* (Cth). Your personal information will be held and managed by the department in accordance with these acts. For more information, please see the department's privacy webpage:

<https://education.nsw.gov.au/rights-and-accountability/privacy/privacy-information-and-forms>. You have a right of access, correction and amendment of your personal information. To access your information, please contact the Service or the department.

Once provided, you may also withdraw your consent at any time by contacting the Service.

If you have a concern or complaint about the way your Personal Information has been collected, used or disclosed you should contact the Department via the Privacy webpage above, or alternatively:

Legal Services Directorate
NSW Department of Education
Level 5, 105 Phillip Street
Parramatta NSW 2150

Your consent

I _____ (name of parent/carer) consent to _____ (name of the Service) sharing my child's _____ (name of child) personal and health information with the department for the purposes outlined in this form, and for the department to use that information (if my child is attending a NSW government school), or to disclose that information to the non-government school that my child is going to attend (if my child is going to attend a non-government school).

Signature of parent/carer

Print name

Date

OR

I _____ (name of parent/carer) **do not** give consent to _____ (name of the Service) sharing my child's _____ (name of child) personal and health information with the department for the purposes outlined in this form.

Signature of parent/carer

Print name

Date
