

Use of Student data: Information Letter

Dear student,

My name is I am a pre-service teacher enrolled in an initial teacher education course at the University of Tasmania. I plan to be working with you during my Professional Experience placement. Duty of care will be maintained by my supervising teacher(s) throughout the placement.

As part of the expectations of my studies and the placement, I would like to use data about your learning to inform my teaching practice. This data would include notes from observations, information about your learning and achievement managed by the school, and samples of your work.

The collected data will be used only for my practice on the placement and my studies with the University of Tasmania. I will make sure none of your personal details are shared outside the school so that no one would be able to tell that any of the data relates to you.

If you have any other questions, I am more than happy to discuss this request with you. The school's principal would also be happy to explain how the school uses information about you.

I hope that you agree for me to use data about your learning. If so, please complete the attached consent form and return it to me as soon as possible.

With thanks,

Name of Pre-service Teacher..... Signature.....

Name of Supervising Teacher..... Signature.....

Student Use of Data Assent Form

I do/do not give permission for observations, relevant documentation, and samples of my work to be used by

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in her/his Professional Experience placement as part of their studies with the University of Tasmania.

Signed.....Date.....

Student's name

Pre-service teacher.....

Date.....

I have shared this request with the student and answered any questions they may have. I believe that the student is informed and that s/he understands my intentions.