

## Use of Child data: Information Letter

Dear Parent/Guardian/Student/Child,

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

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

The collected data will be used only for the purposes of my practice on the placement and my studies with the University of Tasmania. Any assignments that draw on this data will be de-identified, so that no one would be able to relate data to a child/student. All data will remain anonymous and individual confidentiality maintained.

In addition to this letter, I will be explaining my intentions with your child so that can assent to use their data, or to decline.

If you have any other questions, I am more than happy to discuss this request with you. Alternatively, you could contact Dr Christopher Rayner (Academic Director, Professional Experience) who will be able to provide you with any additional information.

I hope that you agree to your child participating. If you would like to 'opt-out' and not have me use data about your child, please complete the attached consent form and return it to the school as soon as possible.

With thanks,

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

Name of Supervising Teacher/Educator.....Signature.....

## Use of Student/Child Data Consent Form

### Parental / Guardian

I do/do not give permission for observations, relevant documentation, and samples of my child's work to be used by ..... in her/his Professional Experience placement as part of their studies with the University of Tasmania.

Signed ..... (Parent/Guardian) Date.....

Child's name .....

### Student / Child

I do/do not give permission for observations, relevant documentation, and work samples to be used by ..... in her/his Professional Experience placement as part of their studies with the University of Tasmania.

Student .....

Child (mark making denotes assent)

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

Pre-service teacher..... Date.....