

Kindergarten Consultation with the Preschool Field Officer

PERMISSION FORM

The Preschool Field Officer program is funded by the Department of Education & Training to work with early childhood education & care services to assist the access and participation of children in their funded kindergarten programs. Through a locally responsive approach, Preschool Field Officer's (PSFO) provide support, resourcing and practical advice to assist kindergarten teachers.

The goal of the program is to enhance the capacity and confidence of teachers and educators to meet the diverse needs of children and families in inclusive and effective ways.

Your child's kindergarten teacher requires your informed consent and the following details in order to consult with a Preschool Field Officer regarding your child.

Child/Family Details

Child's Name: _____ D.O.B: ____/____/____

Country of Birth: _____

Gender: _____

Aboriginal and/or Torres Strait Islander: Aboriginal Torres Strait Islander

Aboriginal & Torres Strait Islander Neither

Name of Parent/Guardian: _____

Contact Phone Number: _____

Email Address: _____

Residential suburb: _____

Languages spoken at home: _____

Early Childhood Education and Care Service/s attended: _____

Early Childhood Teacher: _____

Declaration

Prior to signing please read the privacy statement on the reverse of this page

I give consent for information regarding my child's learning and development at kindergarten to be discussed with the Preschool Field Officer (PSFO).

Name: _____ Signature: _____ Date: _____

Please return this form to your child's kindergarten teacher. The teacher will forward this permission to the Preschool Field Officer prior to consultation via email: psforeferral@manningham.vic.gov.au

Further information regarding the Preschool Field Officer Program at Manningham can be obtained by contacting Council on 9840 9425 or 9840 1176.



Interpreter service

9840 9355

普通话 | 廣東話 | Ελληνικά

Italiano | عربي | فارسی



MANNINGHAM

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PRIVACY STATEMENT

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Manningham Council is committed to full compliance with its obligations under the *Privacy and Data Protection Act 2014 (Vic)* and the *Health Records Act 2001 (Vic)*.

The information requested on this form is being collected by Council for the purpose of supporting your child's learning, development, and participation in your child's kindergarten program, through the support provided by the Preschool Field Officer Program to kindergarten teachers.

The personal information collected will be disclosed to the Victorian Government Department of Education and Training, through their KIMS electronic database (where your child's data is already entered by the kindergarten) to meet requirements of the PSFO program funding agreement.

In any other case, it will not otherwise be disclosed to other third parties unless Council is required to disclose the information under other legislation or disclosure is deemed reasonable under the prescribed circumstances.

If the information is not collected my child's kindergarten teacher will be unable to consult with the Preschool Field Officer program in relation to my child.

You may access the information you have provided to Council at any time and make corrections if you believe that the information is incorrect. To obtain a copy of Council's Information Privacy Policy or Health Records Policy, or to access your personal information please contact the Council's Privacy officer on the link below: www.manningham.vic.gov.au/privacy.html

