# Permission for consultation with the Preschool Field Officer regarding my child

The Preschool Field Officer Program works with early childhood education and care services to assist the access and participation of children in their kindergarten program. 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 Name** | Click here to enter text. |
| **D.O.B** | Click here to enter text. |
| **Country of Birth** | Click here to enter text. |
| **Gender** | Click here to enter text. |
| **Aboriginal and/or** **Torres Strait Islander**  | [ ]  Aboriginal [ ]  Torres Strait Islander[ ]  Aboriginal & Torres Strait Islander [ ]  Neither |
| **Name of Parent/Guardian** | Click here to enter text. |
| **Contact Phone Number** | Click here to enter text. |
| **Email Address:** | Click here to enter text. |
| **Residential suburb:** | Click here to enter text. |
| **Languages spoken at home:** | Click here to enter text. |

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

Name: Click here to enter text.

Signature: Date: Click here to enter a date.

**Privacy Statement**

The personal 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 will be used by Council for that primary purpose or directly related purposes. The information may also be used to update Council’s customer databases to assist Council in discharging its functions or providing services. The personal information collected will be disclosed to the Victorian Government Department of Education and Training, including through their electronic databases and reporting as required by the Preschool Field Officer program and will not otherwise be disclosed unless permitted or required by law. 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. Requests for access to and/or amendment of personal information should be made to Council’s Privacy Officer.

The City of Boroondara’s privacy statement can be found at [www.boroondara.vic.gov.au/privacy-statement](http://www.boroondara.vic.gov.au/privacy-statement)

**Please return this form** to your child’s kindergarten teacher. The teacher will forward this permission to the Preschool Field Officer prior to any consultation.

**If you would like further information** regarding the Preschool Field Officer Program, please contact City of Boroondara on 9278 4014.