**Parent/carer agreement letter**

Name of child:……………………………………… Date of birth…………………………….

Address………………………………………………………………………………………………………………………………………..

* I agree to a member of the SENDsuccess team discussing my child’s learning and development needs with the school/Ofsted registered childcare setting that my child attends and observing my child if necessary.
* I agree that SENDsuccess can ask the school/Ofsted registered childcare setting that my child attends for all relevant progress data and information.
* I agree that if applicable SENDsuccess can obtain any health and medical information relevant to my child’s education.

Your name (print)…………………………………………… Relationship to child…………………......................

Signature……………………………………………………… Date……………………………………………………………….

How we use and store and share this information

* The personal information we gather is only used by us to help your child at school/Ofsted registered childcare setting that your child attends
* It will only be shared with the school/Ofsted registered childcare setting that your child attends and directly relevant professionals.
* We use the information gathered to advise the school/Ofsted registered childcare setting that your child attends as to how to best support your child.
* SENDsuccess are commissioned by Waltham Forest Council to provide this support service to schools/Ofsted registered childcare settings. Information provided to SENDsuccess regarding your child may be shared with Waltham Forest as part of our contract monitoring procedures with them. You may request a copy of all information retained regarding your child at any time.