5

Consent to the use of the observation form TRAS

The Director of Education in Kristiansand municipality would like to start using the observation form TRAS for preschool-aged children who attend kindergarten. The completion and use of the form are considered as processing of personal data about the child, and therefore, consent from the child's parents or guardians is required pursuant to the Personal Data Act. Giving consent to the use of the form is voluntary.

The form will serve as documentation for, and be used in relation to, the follow-up of the individual child. Among other things, it will be used in relation to parent-teacher conferences. The form will be a tool for the kindergarten staff and will be used in the daily work with the child. Through the information in the form, the kindergarten will be able to organise daily kindergarten routines for each individual child in the best possible way.

The Educational Supervisor is responsible ensuring that children are observed in a proper and correct way. Only the kindergarten staff will have access to the form. The form, or data in the form, will not be disclosed to schools or other third parties without the consent of the parents or guardians.

If the TRAS form shows the need for follow-up where specific goals are defined for the individual child, these goals will be set in cooperation with the parents.

The child's parents or guardians have the opportunity to gain access to the information recorded about the child at any time. It may be required that incorrect or incomplete information be rectified, and information perceived as negative be deleted.

The completed TRAS form will be archived in the child's folder. Parents or guardians may ask to receive a copy of the completed form.

CONSENT
The undersigned have received and have had the opportunity to familiarize themselves with the form TRAS. The undersigned hereby give their consent to the observation form TRAS being completed for:

Name: _____ Born _____

Place: Date:

Parent/guardian 1: _____ Parent/guardian 2: _____