

18 September 2018

Dear Parent/Carer,

"SCHOOL SUPPORT WORKER" (WORKING TITLE)

I have taken over from Steve Grogan as Series Producer of the above programme and write further to Steve's letter to you dated 18th July.

We intend to film at the school for a period of 16 days between October and the end of November 2018, with no more than 3 days filming taking place per week. Exact dates are currently being discussed with the school, and filming signs will be clearly visible at all entry and exit points on the days we are filming.

In light of filming beginning later this month I wish to invite you into school on **MONDAY 8TH OCTOBER at 17:30** where members of the production team will be available to discuss the filming and answer any specific questions you may have.

Just to re-cap, we are working with Haileybury Turnford to produce a factual series for Channel 4 provisionally entitled "School Support Worker". The series will consist of four (4) episodes, and each hour long episode will feature a different school and will follow the daily life of a new member of the school support staff working with Year 11. The series aims to explore how engaging with these support staff can result in positive outcomes for students who are finding school life more challenging as well as seeing first-hand the work that takes place to support students at a time when schools are under even more pressure from squeezed budgets.

We hope that we can include many Haileybury Turnford students in this series, whether they are simply seen in the background or whether they become featured more heavily in the episode featuring Haileybury Turnford. We do not yet know which Year 11 students will become a particular focus but we will, of course, speak in more detail to any students and their parents/carers who we end up filming with on a more regular basis. However, even if they are not part of this group there is a possibility that your child could be filmed incidentally around the school, in the classroom, or as a result of being friends with some of the students we may be following.

IF YOU HAVE ALREADY TOLD US THAT YOU DO NOT WISH YOUR CHILD TO BE INCLUDED IN THE SERIES THERE IS NO NEED TO DO THIS AGAIN. If, after meeting our team you decide that you do not wish for your child to be involved in the filming please contact Sophie Clayton-Payne on **020 7438 1860** or email or sophie.clayton-payne@twofour.co.uk to let us know.

If you are happy for your child to be filmed there is no need to do anything. If we do not hear from you, we will assume that you are happy for your child to take part in the programme. For information about how we collect and process personal data, please see our privacy policy: www.twofour.co.uk/privacy-policy.

We hope this will prove to be an exciting and valuable experience for all involved.

Yours faithfully,

Naomi Templeton
Series Producer, School Support Worker
Twofour Broadcast Limited

Please note: The school has kindly forward this letter on to you on our behalf and they have not shared your personal details with us.