

'Parental Consent to Assessment' (sample template)

This template can be used and modified by schools in seeking parental consent for the administration of assessment instruments to students.

SCHOOL LETTERHEAD

Date

Re: Administration of Assessment Instruments to Students (consent)

Dear Parent/Guardian.

During your daughter's/son's education in **School Name**, (s)he will have the opportunity to engage in a wide range of assessment activity as part of normal teaching and learning.

Other specialist tests may also be administered to support your daughter's/son's educational development and learning as well as his/her career development. Such tests may include achievement, ability, diagnostic and interest tests.

The results of all such tests will be shared with parents and students. There may also be occasion to administer tests on an individual basis to your son/daughter to support his/her learning, progress and achievement. Such tests will only be administered following consultation with parents.

I enclose a Frequently Asked Questions (FAQ) information sheet which may address any additional questions you may have in relation to the above. In addition, the school's policy on the use of assessment instruments is available from the school's website www.websiteaddress.ie

If you would like to find out more, please do not hesitate to contact x member of staff.

Please return the completed Consent Form below to the school secretary by (indicate date).

Your sincerely

Principal/Staff member

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Consent form

I, the parent/guardian of (full name of child) give consent for assessment instruments to be administered to my son/daughter while he/she is a student in the school.

Name of parent/guardian: _____ Signature: _____

Date: _____

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