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|  | School of Education  GPO Box 2476  Melbourne VIC 3001  Australia  **rmit.edu.au** |

**Individual Child Observation Permission Form**

Dear Parent,

This letter is to introduce……………………..…………………………. who is currently undertaking a teacher qualification at RMIT University School of Education. The present course being undertaken is TCHE2464 Professional Experience: Early Childhood Educational Leadership and Management.

In this course students are required to observe/gather data on a child/children in order to gain an understanding of the children’s interests, learning and development as part of their teacher training.

Students have an assignment task that requires them to document the data information related to the observations and to plan curriculum for children.

Permission from parents is needed for the student to conduct observations of the child’s learning experiences.

The assignment will be kept confidential and identifying material such as the **centre name and child’s name** **will not be included** when the assignment is submitted. Students are ***not permitted to take any photos of your child at any time.***

***Please Note: all RMIT students have undertaken a COVID Safe Module and preplacement quiz as part of other courses in their Bachelor of Education degree, and therefore are aware of the importance in keeping children, parents, staff and themselves safe*.**

The School of Education would appreciate your assistance in supporting………………………. to complete their assignment to record observations.

Students have been asked to seek permission from parents for any individual observations and please **note NO images of your child or any other children will be used in the assignment.**

If you wish for further information, please contact me via email: [julie.carmel@rmit.edu.au](mailto:julie.carmel@rmit.edu.au)

Yours sincerely,

Julie Carmel

Course Co-Ordinator