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**ELECTRONIC COMMUNICATION CONSENT**

**DEAR PARENTS/GUARDIANS**

In an effort to enhance communication between RBG and home, we are planning to establish a separate database of member's emails so that we can forward copies of notices and newsletters electronically in addition to (or in place of) the hard-copies that can sometimes sit in the bottom of student's ballet bags for weeks! This database will only be used for communicating RBG activities and will not be released to any other party, nor will it be used for any other purpose. Use of electronic contact will supplement our regular communications of notices and newsletters and will also enable special communications about class specific information such as exams, end of year rehearsals etc.

Privacy legislation requires that this information is provided voluntarily by parents. If you would like to be included on an electronic contact list, please complete the form below and place it in the returns box at the studio.

RBG encourages you to support this initiative that is designed to improve communications between the studio and home (and help the environment!).

Please note that the information provided in this letter serves as the Privacy Notice for this data collection. If you have any further questions, please do not hesitate to speak to a member of the Ringwood Ballet School Committee of Management.

**Yours sincerely**  
**RBG Committee of Management**

**Please tear off & return .....**

**Electronic Communication Information**

CHILD'S NAME: \_\_\_\_\_

CLASS: \_\_\_\_\_

PARENTS' NAME/S: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

PARENT SIGNATURE: \_\_\_\_\_ DATED: \_\_\_\_\_