

To: parents/guardians of pupils in class [...]

Re: video recording of lesson(s) [...]

[place; date]

Dear parent/guardian,

Our school [name] cooperates with [teacher education institution] in order to contribute to teacher education and professional development. To achieve these goals, video recordings will be made in the following lesson(s) to your child's class: [specify]. The purpose of these recordings is to help teachers study how they can make their work as effective as possible. [If applicable:] Also, short interviews with pupils will be recorded immediately after the lesson(s).

The recordings will be used exclusively for teacher education and professional development. This means that they will be studied only by the teachers and teacher educators involved.

We hope that you will consent to video recording for this purpose. Should this not be the case – for any reason – we request you to notify us before [date] using the response slip below. Then we will ensure that no video recordings of your child are made. If you wish to receive more information about the use of video for teacher education and professional development, please contact me/us.

Yours sincerely,

[name, function and email address of school leader(s) responsible]

Response slip regarding video recordings in [class] (please hand in to [...])

I object against video recordings being made of pupil in the lesson(s) [...] in [class] of [school].

Date:

Name parent/guardian:

Signature:
