**2024-25 Royal Institution Primary Mathematics Masterclasses**

**at [Series name]**

[In collaboration with/Kindly supported by XXX]

Information for students and parents

**Dates:** [dates]

**Venue location(s):** [venue name and address]

**From XXam to XXpm**, registration from XXam

**[Host organisation]** is delighted to offer Primary Mathematics Masterclasses in association with the Royal Institution (Ri). Your child has been identified by their teacher as having an interest in mathematics, and possessing the motivation required to benefit greatly from these classes.

The Ri has a nationwide Masterclass network, working with volunteers across the UK to help enrich the education of young people in the subjects of mathematics, computer science and engineering. These are series of workshops, led by enthusiastic speakers [ADD IF YOU ARE RUNNING 6TH FORM–PRIMARY SERIES:] including students from year [year group(s)] who are studying STEM subjects and undertaking a Royal Institution Masterclass project under teacher supervision at [school name]. The Masterclasses offer students a fun and inclusive opportunity to investigate mathematical ideas outside the curriculum and explore the wider aspects of the subject.

Schools are asked if they would like the opportunity to bring a handful of students who will attend the entire series of [number of] sessions. They will see a different topic in each workshop and will get a certificate for good attendance. The [series name] Masterclass series runs on the above dates.

As this is in school time, a responsible adult from your child’s school will take the students to and from the venue and will also attend the Masterclasses to supervise the students.

PLEASE NOTE: This invitation does not guarantee your child a place on the series.

**Attendance**

Your child’s teacher will contact you as soon as possible to confirm whether they have been successfully placed on the series.

**How to apply**

If your child is interested in this opportunity, please fill out the attached parent/carer consent form **completely and legibly** and return it to your nominating teacher as soon as possible. Please ensure you have given accurate accessibility, medical and allergy information on the form. It is also important to fully complete the consent statements.

You should keep this letter for reference.

Best wishes,

[Signature], [Name], [Contact details]

Royal Institution Learning: <https://www.rigb.org/learning>

**Royal Institution Primary Mathematics Masterclasses**

for **[year group]** students at **[Venue] [Dates, times]**

**Parent/Carer consent form - TO BE COMPLETED BY A PARENT OR CARER**

Your child’s teacher would like to nominate them to attend a series of Royal Institution Mathematics Masterclasses. You can find more information about the classes on the enclosed sheet. If they are interested in attending, please fill in this consent form and return it to your teacher ASAP. PLEASE NOTE: Returning this form does not guarantee a place on the series.

**Please make sure you have completed all questions.** The following information will allow us to appropriately cater for your child during the Masterclasses.

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Full name of student:** |  | | | | | | | | | |
| *Please give their preferred name, if different:* | |  | | | | | | | | |
| Does your child have any allergies, medical conditions, accessibility requirements or do they ordinarily receive any additional support during school that the Masterclass organisers should be aware of? **Yes/No**  **Details:** | | | | | | | | | | |
| **WAIVER: We need your consent to process your child’s application further**  I\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (print parent/carer name) confirm that if my child, named above, is invited to attend the Masterclass series:   * I give permission for any necessary emergency medical treatment to be carried out while my child is at the classes. * I understand that this data will be shared with the Masterclass organisers & Ri. | | | | | | | | | | |
| **Photo consent**: I give approval for the Masterclass organisers and the Royal Institution (Ri) to take and use images and videos of the Masterclasses which may include my child, for outreach, fundraising, reporting and media purposes, including on social media. I understand that my child will not be named by the Ri. | | | | | | | | | | |
| **Tick to confirm or reject photo consent: YES** ¨ **NO** ¨ | | | | **Your initials:** | | | |  | | |
| **Signed:** | | | **Date:** | **D** | **D** | **M** | **M** | | **Y** | **Y** |

**Additional information** (optional)**:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| I consent for the below information to be passed onto the Masterclass organisers/Ri so that they can contact me about follow-up Masterclass activities and evaluate the reach of the Masterclass programme: | | | | **Yes / No** |
| **Student home postcode:** |  | **Gender:** |  | |
| **Parent/Carer Name:** |  | | | |
| **Parent/Carer email:** |  | | | |

Privacy notice: The Royal Institution and organisers of this Masterclass series process the personal details provided above for the purpose of running the Ri Masterclass programme. All personal data entered in this form will be held securely by the Masterclass organisers for the duration of the Masterclass series. This information will also be passed to the Royal Institution and recorded in their database. The personal details you have entered onto this form will always be stored securely and they will never be passed on to third party organisations to use for their own purposes. We will use your personal data to communicate with you only in the way(s) that you have agreed to. You may amend the personal details you have entered onto this form anytime by emailing ri@ri.ac.uk. For further details please see the Ri privacy policy (available on [www.rigb.org](http://www.rigb.org)).