

20 July 2018

Dear Parent/Guardian,

“SCHOOL SUPPORT WORKER” (WORKING TITLE)

I am writing to you from Twofour Broadcast Limited, an award-winning television production company based in London, Cardiff and Plymouth.

We are working with Litherland High School to produce a brand new factual series for Channel 4 provisionally entitled “School Support Worker”. The series will consist of four (4) episodes, and each hour long episode will feature a different school and will follow the daily life of a new member of the school support staff working with Year 11. The series aims to explore how engaging with these support staff can result in positive outcomes for students who are finding school life more challenging as well as seeing first-hand the work that takes place to support students at a time when schools are under even more pressure from squeezed budgets.

Twofour has considerable experience working with children and in school environments. Most notably, we make Channel 4’s BAFTA and EMMY award winning Educating series filmed in Essex, Yorkshire, London, Cardiff and most recently Greater Manchester, which were well received by both critics and teachers, and have been praised for showing inspirational teaching and for their sympathetic portrayal of young people.

Among the many schools we have visited across the country, Litherland High School stood out as a school that is rapidly improving and proud to be at the heart of its community. We’ve been hugely impressed by the work the school staff are doing with the students and we hope to celebrate this in the programme.

We hope that we can include many students in the series, whether they are simply seen in the background or whether they become featured more heavily in the episode featuring Litherland High School. We do not yet know which Year 11 students will become a particular focus but we will, of course, speak in more detail to any students and their parents/guardians who we end up filming with on a more regular basis. However, even if they are not part of this group there is a possibility that your child could be filmed incidentally around the school, in the classroom, or as a result of being friends with some of the students we may be following.

Filming will take place in the Autumn term. Early in September we will contact you again to provide more detailed information about the series (including specific filming dates) and will also hold a meeting at the school to give all parents/guardians the chance to talk through any questions or concerns. In the meantime, I have enclosed some *Frequently Asked Questions* about the series for your information.

IF FOR ANY REASON YOU DO NOT WISH YOUR CHILD TO BE INCLUDED IN THE SERIES, or would like to discuss the series further, please contact Gabriella Barrett on **01752 727400** or email gabriella.barrett@twofour.co.uk to let us know. It is important that you try to do this as soon as possible. There will be another opportunity after the September meeting to contact us if you do not wish for your child to be involved in filming.

If you are happy for your child to be filmed there is no need to do anything. If we do not hear from you, we will assume that you are happy for your child to take part in the programme. For information about how we collect and process personal data, please see our privacy policy: www.twofour.co.uk/privacy-policy.

We hope this will prove to be an exciting and valuable experience for all involved.

Yours faithfully,

Steve Grogan
Senior Producer, School Support Worker
Twofour Broadcast Limited

Please note: The school has kindly forward this letter on to you on our behalf and they have not shared your personal details with us.