



ANISHINABEK EDUCATION SYSTEM

Consent Form Packages for AES Students

Living On-Reserve and Off-Reserve

WHAT TO DO WITH YOUR COMMUNITY'S CONSENTS/PACKAGES

WHAT IS THE PURPOSE OF THE CONSENT FORMS?										
<p>The consent forms will provide AES First Nations permission to share student data and information with the Kinooaadziwin Education Body (KEB) and the Ministry of Education. Data and information shared between these parties is subject to the limitations set out in the <i>Data and Information Sharing Agreement</i>. The accompanying brochure outlines some of the purposes for which data and information is shared between the parties, and the overall benefits associated to data and information sharing.</p>										
WHAT'S IN THE CONSENT FORM PACKAGES?										
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Consent Packages										
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Background Information										
Letter for parents/guardians/students										
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HOW WILL THE PACKAGES BE DISTRIBUTED?										
<p>Each PFN will receive hard copies and digital copies. The PFN can distribute the copies in the best format for each student on and off-reserve who has not already completed a consent. Digital copies may be shared on social media. Digital copies can be found here: www.aes-keb.com/consent-forms</p>										
HOW WILL THE PACKAGES BE COLLECTED?										
<p>Students/parents who agree to provide consent will complete the consent forms. Once completed, the forms can be returned to your First Nation. Submit by mail or in-person to your Participating First Nation Education Department or send via email to the Data Management Officer. Contact information can be found here: www.aes-keb.com/contact-us</p>										
WHAT SHOULD HAPPEN WITH SIGNED CONSENT FORMS AFTER THEY'VE BEEN COLLECTED?										
<p>As the consent forms are returned to the First Nation, the student's information will be added to an electronic database for the community's record. Copies of consents may be sent to KEB for input in the database. The original consent forms should be kept at the First Nation school or Band Office. A digital copy of the spreadsheet template will be distributed (USB or email). If you have not received the digital copy, please contact the Data Management Officer.</p>										
WHEN IS THE ANNUAL SUBMITTANCE DUE?										
<p>The collection of consents is ongoing, although the spreadsheet is to be updated semi-annually and submitted to the KEB by October 31 (Updates can be sent to the KEB throughout the year as consents are returned.)</p>										
WHO DO I CALL FOR ASSISTANCE?										
<p>Call the Data Management Officer at the KEB office at 705-845-3634 X 210 or e-mail: tracy.hanzlik@a-e-s.ca.</p>										