



## Consent2Go User Guide

All current parents will receive a personalised email with a link to commence the process of uploading their child's current health records. All information is stored within Australia in a Tier 1 environment, complying with Australian privacy requirements.

You will be required to provide information relating to:

- Parent information/Emergency contacts
- Care details
- Medical information
- Confirmation

Once you have completed this process, the real advantages and time savings occur. Ongoing medical updates will be user-friendly and efficient.

### Tips before starting the process

There are a number of things that will assist in easy completion of the form:

- Have your Medicare card available
- Know your current doctor's practice name, address and phone number
- Know your private health insurer, policy type and number
- Have a copy of your child's medical condition action plan ready to upload (if applicable)
- Have a copy of your child's vaccination records ready to upload.

If your child is Under 14 years of age and an Australian citizen, you will need to obtain a copy of their immunisation history statement. This is available through [myGov](#) website under Medicare services. If your child is over 14 years old, your child will need their own myGov account. To create a myGov account click [here](#).

Alternatively you can get their immunisation history statement if you have their consent. You can call the [AIR enquiries line](#) to ask us to give you a copy. Your child will need to speak to the service officer to verify their identity before we can do this. They'll need to give their consent each time you need one.

## How do I use Consent2Go?

After clicking on the link in the email you have received, you will automatically be connected to Consent2Go.



Welcome to St Hilda's Anglican School for Girls and Consent2Go.

As per our previous communication, we are now implementing Consent2Go to ensure the health and wellbeing of your child.

Please click on the link below to access your child's Consent2Go record, no login details are required. It is essential that all details are accurate and current to ensure the health and safety of your child while under our care.

Consent2Go is used by many other schools in Western Australia and data is stored securely in accordance with the Australian privacy requirements.



[Click here to update contact and health details for your child](#)

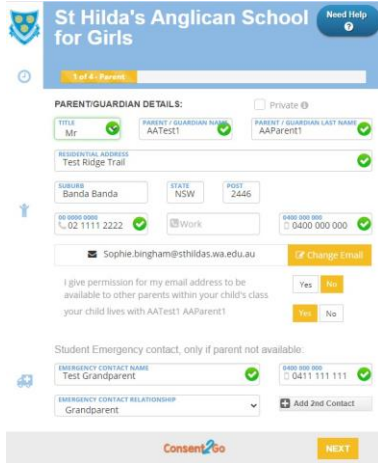


The information requested will relate to:

- Parent information/Emergency contacts
- Care details
- Medical information
- Confirmation

If you have not received a link and wish to complete or update your child's health profile, please visit <https://www.mcbschools.com/sthilda/studentupdate> to be taken to the update page. Enter your email address previously provided to the School to receive an update link.

## Parent Information/Emergency Contacts



**St Hilda's Anglican School for Girls** Need Help

3 of 4: Parent

**PARENT/GUARDIAN DETAILS:**  Private

TITLE: Mr ✓ PARENT / GUARDIAN NAME: AATest1 ✓ PARENT / GUARDIAN LAST NAME: AAParent1 ✓

RESIDENTIAL ADDRESS: Test Ridge Trail ✓

SUBURB: Banda Banda STATE: NSW POST: 2446

02 999 9999 ✓ 02 1111 2222 ✓ Work 0400 200 000 ✓ 0400 000 000 ✓

Sophie.bingham@sthildas.wa.edu.au Change Email

I give permission for my email address to be available to other parents within your child's class your child lives with AATest1 AAParent1

Yes No

Yes No

Student Emergency contact, only if parent not available:

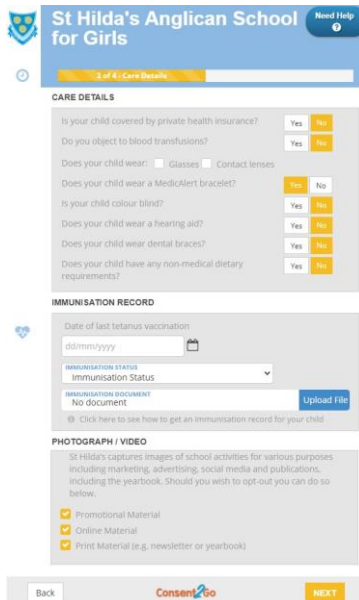
EMERGENCY CONTACT NAME: Test Grandparent ✓ 0400 200 000 0411 111 111 ✓

EMERGENCY CONTACT RELATIONSHIP: Grandparent Add 2nd Contact

ConsentGo NEXT

Please complete all the required fields.

## Care Details and Photo Consent



**St Hilda's Anglican School for Girls** Need Help

4 of 4: Care Details

**CARE DETAILS**

Is your child covered by private health insurance? Yes No

Do you object to blood transfusions? Yes No

Does your child wear:  Glasses  Contact lenses

Does your child wear a MediAlert bracelet? Yes No

Is your child colour blind? Yes No

Does your child wear a hearing aid? Yes No

Does your child wear dental braces? Yes No

Does your child have any non-medical dietary requirements? Yes No

**IMMUNISATION RECORD**

Date of last tetanus vaccination: dd/mm/yyyy

IMMUNISATION STATUS: Immunisation Status

IMMUNISATION DOCUMENT: No document Upload File

Click here to see how to get an immunisation record for your child

**PHOTOGRAPH / VIDEO**

St Hilda's captures images of school activities for various purposes including marketing, advertising, social media and publications, including the yearbook. Should you wish to opt-out you can do so below.

Promotional Material

Online Material

Print Material (e.g. newsletter or yearbook)

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For your child's immunisation status, please select the correct status and upload your child's current immunisation history statement.

On this page parents/guardians are asked to consent to the School's use of imagery containing students in school photos, publications, communications and marketing.

## Medical Information

St Hilda's Anglican School for Girls
Need Help ?

3 of 4 - Medical Information

Medical conditions *(Click on condition for Details)*  
See below for more information about your child AASudent1's Medical Condition

Anaphylaxis  
Life Threatening  
Click To Edit

+
Add Medical Condition

Parents/Guardians are requested to make arrangements with St Hilda's Anglican School for Girls for the safekeeping and handling of medications while at school and during school activities.

Enter Medical Contact details:

FAMILY DOCTOR NAME  
Dr Karen Poole

Doctor No.

FAMILY DOCTOR PRACTICE NAME  
Queens Road Surgery

FAMILY DOCTOR ADDRESS  
147 Reynolds Road

SUBURB  
Mount Pleasant

STATE  
WA

POST  
6153

Enter your child's Medicare details:

MEDICARE NUMBER  
1234 23545 3

LINE #  
3

VALID TO  
03/22

No Medicare Card

Medicare Card details unknown

**OTHER INFORMATION**

I give permission for St Hilda's Anglican School for Girls staff to provide over the counter medications or treatments for your child if deemed necessary.

Whilst Boarding, I give permission for St Hilda's Anglican School for Girls staff to provide prescription medications or treatments for your child as prescribed by a medical practitioner.

In the event of an emergency, I acknowledge and give consent for your child to receive emergency medical treatment, if required, both at school and at school events (which include but are not limited to school excursions, sports days, tours and camps). Such treatment may include but is not limited to first aid, ambulance transport, medical attention by a doctor, nurse or relevant health care professional, administration of anaesthetic or medicines for pain relief and emergency surgery. I consent to St Hilda's Anglican School for Girls disclosing relevant information regarding your child to third parties for purposes related to the provision of emergency medical treatment. All attempts will be made to contact parents and guardians at the time of the emergency event.

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If your child has a medical condition, please click Yes and add, then complete the medical condition concerned.

Note: St Hilda's Anglican School for Girls requires the uploading of a scanned PDF (no photo's) for condition management documents/action plans for all students who suffer from asthma, anaphylaxis and epilepsy/seizures.

If you have any queries or concerns about your child's medical condition, please contact the Health Centre on 9285 4100.

## Confirmation and Submitting

St Hilda's Anglican School for Girls
Need Help ?

4 of 4 - Confirmation

I have provided St Hilda's Anglican School for Girls with the current contact details and health status of **your child AASudent1**. I acknowledge that it is my responsibility to inform St Hilda's Anglican School for Girls of any changes at all times.

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SUBMIT

Please tick the confirmation box and click Submit to complete the process.



## Consent2Go FAQ's

**Q: I received an email advising me that I would soon be receiving a link to Consent2Go, but I am yet to receive it, what should I do?**

A: Check the Junk/Spam folder in your email to see if the email has been directed to there. If this has happened, you can identify it as 'Not Junk'.

**Q: Where do I download the app?**

A: There is no Smartphone app required to use Consent2Go. The platform can be accessed via any web browser.

**Q: Where are the data servers located? How is this information stored?**

A: For Australian schools, data is stored within Australia in a Tier 1 secure environment. All handling of the information complies with the Australian Privacy Act 1988 and has been checked for compliance with our schools Privacy Policy.

**Q: Is Consent2Go owned by St Hilda's or a private company?**

A: Consent2Go is a private company and is the School's agent for collecting your child's health information.

**Q: I'm trying to update my child's information, but I am unable to proceed to the next screen.**

A: Please look for any red icons with a cross displayed. This will indicate a compulsory field that must be answered before you can proceed to the next screen.

**Q: Can the school still provide me with a paper copy of the form as I do not wish for my child's health records to be maintained online?**

A: To ensure your child's health records are current, St Hilda's will regularly require parents/guardians to update their child's health details on Consent2Go. To minimise risk, we do not maintain health records in any other format.

**Q: What if I change my email address?**

A: You are able to change the email address via Consent2Go by using our additional verification measures. You will be guided through this in the system.

**Q: How much do I pay to use Consent2Go?**

A: Consent2Go is a service offered by the school and there is no cost for you.