

USING IMAGES OF CHILDREN

Occasionally, we may take photographs of the children at our school. We may use these images in our school prospectus or in other printed publications that we produce, as well as on our website. We may also make DVD or webcam recordings in lessons and at special events like Sports Day or school trips. Photographs of students help us to record some of the exciting activities in which they participate: house events, charity events and sporting events, etc.

From time to time, our school may be visited by the media who will take photographs or film footage of a visiting dignitary or other high profile events. Students will often appear in these images, which may appear in local or national newspapers, or on televised news programmes.

To comply with the Data Protection Act 1998, we need your permission before we can photograph or make any recordings of your child. Please indicate the below sections and return to school as soon as possible.

Conditions of Use

1. This form is valid for KS3 and KS4, unless you inform us otherwise.
2. We will not use the personal details or full names of any child or adult in a photographic image on video, on our website and social media, our digital communication screens or in any of our other printed publications.
3. We will not include personal email, postal addresses or telephone numbers on video, the school website and social media, our digital communication screens or in any other printed publications.
4. If we use photographs of individual students, we will not use the full name of that child in accompanying text or photo caption.
5. If we name a student in the text we will not use a photograph of that child to accompany the article.
6. We may include pictures of students and teachers that have been drawn by the students.
7. We may use group or class photographs or footage with very general labels, such as “a Science lesson” or “making Christmas decorations”.
8. We will only use images of students who are suitably dressed, to reduce the risk of such images being used inappropriately.
9. This consent can be withdrawn by parent or carer at any time by informing the school in writing.

If circumstances change which could impact on your child's safety and security, please inform the School immediately.

USING IMAGES OF CHILDREN CONSENT FORM

Name of Child: _____

Form (if known): _____ Date of Birth: _____

I have read and understood the conditions of use and consent below:

In giving my consent I agree to my child's image to be used as follows:

- We may use your child's photograph in school on our displays including digital communication screens, in the prospectus, newsletter and other printed publications that we produce for promotional purposes
- We may use your child's image on our website and other social media sites such as Facebook and Twitter (over 13s only)
- We may record your child's image on video
- You are happy for your child to appear in the media

Parent / Carer signature: _____

Parent / Carer (please print name): _____

Date: _____

Please note that websites can be viewed throughout the world and not just in the UK where UK law applies.

If we do not receive a completed form for your child we will assume that NO CONSENT is given.