



Consent form for use of children's images by the school and parental use of photographic devices at school events

Use of children's images

We take photographs regularly of the children at our school. We may use these images in our school's prospectus or in other printed publications that we produce, as well as on our website or on project display boards at our school. We may also make video or webcam recordings for school-to-school conferences, monitoring or other educational use. 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 event. Pupils 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 for promotional purposes.

When publishing photographs / images on our website

- We will not use the personal details, of any child or adult in a photographic image. This includes: full names (which means first name and surname), personal e-mail or postal addresses, or telephone or fax numbers.
- If we use photographs of an individual child we will not include their name with the photograph.
- If we name a pupil in text, we will not use a photograph of that child to accompany the article.
- We may use group or class photographs or footage with very general labels, such as "a science lesson" or "making Christmas decorations".
- We may include pictures of pupils and teachers that have been drawn by the pupils.
- We will only use images of pupils who are suitably dressed.

When publishing photographs / images within school and for school publications:

- We will not use the personal details, of any child or adult in a photographic image. This includes: full names (which means first name and surname), personal e-mail or postal addresses, or telephone or fax numbers.
- When using photographs in school publications (newsletter or school prospectus) or for internal publicity (either electronic or written) we will only use a child's first name.
- We may include pictures of pupils and teachers that have been drawn by the pupils.
- We may use group or class photographs or footage with very general labels, such as "a science lesson" or "making Christmas decorations".
- We will only use images of pupils who are suitably dressed.

Parental use of photographic devices at school events

The school is aware that there is a possibility that photographic images can be used inappropriately and/or for illegal purposes. It is the school's understanding that photographs or videos generated by parents at school events are for the sole use of the family concerned. They are not for display, distribution or any other purpose outside of that family. The Governing Body of Hamsterley Primary School wishes to make every effort to prevent inappropriate use of photographic images of pupils, whilst acknowledging that families wish to photograph or film their children at school events throughout their school career.

Parents need to understand that where they feel unable to agree to the statement limiting the taking and use of photographs for family purposes only, they will be prohibited from taking such photographs or videos in school. Where parents feel unable to give consent for their child's photograph to be taken during school activities by other parents in school, it will be necessary to exclude their child from certain school events and activities.



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Name of child.....

Name of parent/carer

Please complete and return this form to the school as soon as possible.

I agree to the use of my child's image (unidentified) in the school prospectus and other printed publications that the school produce for promotional purposes	Yes / No
I agree to the use of my child's image (unidentified) on our website	Yes / No
I agree that the school may record my child's image (unidentified) on video or webcam	Yes / No
I consent to my child being photographed or filmed in press events agreed by the school	Yes / No
I consent to my child's full name being published with a press photograph (At the present time, some local newspapers will not agree to publish a photograph without a full name)	Yes / No
I agree that any photos or videos I produce are for the sole use of my family and will not be shared on social media	Yes / No
I consent to my child being photographed during school activities by parents or other family members of other children who attend the school, in accordance with this school statement	Yes / No
I understand that this consent form will be retained by the school until my child leaves this school	Yes / No

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

Please note that by signing this form you are agreeing to the conditions of use overleaf.

Signedparent/carer

Date

Conditions of school use

- This form is valid for five years from the date you sign it, or for the period of time your child attends this school or setting. The consent will automatically expire after this time. It is your responsibility to let us know if you want to withdraw or change your agreement at any time.
- We, the school, setting or service, will not use the personal details or full names (which means first name **and** surname) of any child in a photographic image on video, on our website, in our school prospectus or in any of our other printed publications.
- We will not include personal e-mail or postal addresses, or telephone or fax numbers on video, on our website, in our school prospectus or in other printed publications.
- If we use photographs of individual pupils, we will not use the name of that child in the accompanying text or photo caption, unless we have your agreement.
- If we name a pupil in the text, we will not use a photograph of that child to accompany the article.
- We may include pictures of pupils and teachers that have been drawn by the pupils.
- We may use group or class photographs or footage with very general labels, such as “a science lesson” or “making Christmas decorations”.
- We will only use images of pupils who are suitably dressed, to reduce the risk of such images being used inappropriately.
- **As the child’s parents/guardian, we agree that if we take photographs or video recordings of our child/ren which include other pupils, we will use these for personal and family use only and will not share these on social media.** I/we understand that where consent has not been obtained from the other parents for any other use, we would be in breach of the Data Protection Act 1998 if we used our recordings for any wider purpose.