

Consent to Use a Photograph

There are occasions when we may take photographs of the students 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 video or webcam recordings for school-to-school conferences, monitoring or other educational use.

Also, from time to time, the school may be visited by the media who will take photographs or film/video footage of a particular event. Students might also appear in photographs/films/video which may feature in local or national newspapers, or on televised news programmes. In some instances, for example where this is celebrating a particular achievement, it may be reasonable to provide the press with the name(s) of the student(s).

When parents, grandparents, brothers, sisters, friends etc. are invited to school events many will want to record the occasion for personal use. The school feels that in most instances this is reasonable and will therefore generally allow the use of cameras, camcorders etc. In all of these the school will use a common sense approach and the welfare and safety of students will always be uppermost in its decision making.

Nevertheless, to comply with certain aspects of the Data Protection Act 1998, we need your permission to take and store photographs or digital images of your child for school use.

If you require clarification on any aspect of this form or need assistance in completing it please do not hesitate to contact the Headteacher at the school. Apologies for the bureaucracy of this procedure. However it is an essential child protection issue. Sadly we would have to assume that we do not have your permission if we do not receive a reply.

This form is valid from the date it is completed, signed and returned to the school and throughout the duration of your child's attendance at the school. You may withdraw, suspend or vary this consent at any time upon receipt by the school of a letter to that effect signed and dated by the parent or guardian of the child concerned. The school may retain and use some photographs as part of its historical record. However, on leaving school if you (or your child if over 10) wishes to have destroyed any photograph or image showing your child individually you should inform the school in writing. The school will only use or permit to be used photographs of students who are deemed by the Headteacher or any person duly authorised by him/her, to be suitably dressed for the relevant activity.

Note: For the purpose of this form "photograph" is deemed to include film, video and other similar means of reproducing images.

Name of student	
Name of Parent/Guardian	
Permission to take and use photographs and digital images of your child for school purposes, other printed publications and the school website	YES / NO
Permission for your child to appear in the media in connection with events organised by or in connection with the school	YES / NO
I have read and accept the conditions of use above: Signature of Parent/Guardian:	