

Appendix A

Taking photographs and recording film images of children and young people Parental consent form - schools (academic year 20 _ / _)

..... has a responsibility to ensure the welfare and safety of children and young people.
(Name of school)

Within school we use photographs and film for a number of reasons. The main purpose is to celebrate the success of pupils and record learning and achievement. Photographs are used on display boards, plasma screens and on the school website, e.g. photographs of pupils learning, sports teams and members of the cast of school productions. Film is generally used to help with learning e.g. role plays. Photographs and film will only be recorded and stored on school owned equipment and will be subject to our image destruction policy.

Additionally your child's image may be used outside of the school setting. Common instances may involve promotion of the school to the local community or in competitions. Images may appear in publications or channels used by the local authority or the media e.g. print, internet.

In order to comply with the Data Protection Act 1998 a lawful basis is required before capturing images of a child. Your child's identity will not be disclosed without your consent and only if the photograph is used to celebrate individual success.

I give consent for you to record and use images of my child in the following ways:	Please tick ✓	
Displays within the school	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Use in my child's learning journey (reception classes only)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Use in the learning journeys of other children who attend the provision (where applicable)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
School website (this will include the prospectus, newsletter and curriculum documents. These show school visits, trips and enrichment activities, student successes/celebrations e.g. Year 11 prom, celebration assemblies and extra-curricular activities). <i>N.B. The website is accessible to the general public</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
School and local authority social media sites e.g. Twitter, Facebook, YouTube <i>N.B. These sites are accessible to the general public</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Images made available to purchase via a restricted website, subject to a secure password e.g. photos taken in school by professional photographer, arranged by school	Yes <input type="checkbox"/>	No <input type="checkbox"/>
General publicity (not press or broadcast media) (includes use by the local authority and for training purposes)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Use by the press and other broadcast media	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Name of child Age

Relationship Print name

Signature: Date:

(name of school) will take all steps to ensure these images are used solely for the purposes they are intended. If you become aware that these images are being used inappropriately, please contact the school or your local children's social care team to report these concerns.

Consent applies to the academic year as stated above. However, you do have the right to withdraw consent at any time by writing to the Head teacher.

Please return this form to the school office