

# Appendix C

## Taking photographs and recording film images of children and young people Parental consent form (1/1 – 31/12 20\_ )

..... recognises its responsibility to ensure the welfare and safety of children and young people.  
(Name of setting/project/organisation)

We use photographs and film for a number of reasons. The main purpose is to celebrate children and young people's successes. Photographs of children/young people enjoying activities may be used on display boards, plasma screens and on our website. Photographs and film will only be recorded and stored on setting owned equipment and will be subject to our image destruction policy.

Additionally your child's image may be used outside of the setting/project/organisation. Common instances may involve promotion of the setting/project/organisation 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 setting/project	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Website (this will include information about the project and will show visits, trips and activities, young people's successes). <i>N.B. The website is accessible to the general public</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Setting 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 setting by professional photographer, arranged by setting	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 setting/project/organisation) ..... 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 setting or your local children's social care team to report these concerns.

Consent is for one calendar year as stated above. However, you do have the right to withdraw consent at any time. To withdraw consent please contact [Name of setting/project/organisation] ]

**Please return this form to** (Name of setting/project/organisation) .....