

St. Stephen's CE Primary School



Photography and Video Consent Form

Taking photographs and videos of children and young people

St. Stephen's CE Primary School recognises its responsibility to ensure the welfare and safety of children and young people and to comply with the Data Protection Act 1998.

We use photographs and videos for a number of reasons including celebrating and recording children successes. These images or videos may be used on display boards, plasma screens and on our website and our social media site. Your child's identity will not be disclosed without your consent and only if the photograph is used to celebrate individual success.

Photographs and videos will only be recorded on school owned equipment and will not be kept for longer than is to be considered necessary, and in any event, not exceeding a maximum of three years after your child has left the school.

We also believe that it is important for families to celebrate children's successes and for that reason at some events we may allow parents/carers to take photographs and videos. We will remind parents/carers prior to the event that any photographs or videos taken should not be uploaded to social media.

If you are concerned about the privacy of your child we would like to encourage you to make an appointment and discuss your concern with Alison Richardson, Headteacher or Deborah Wilson, Data Protection Officer so we can take appropriate measures to protect them.

On some occasions if we do not have permission to use the image of your child it may result in your child not being able to take full part in some school events.

I give consent for you to record and use images or videos of my child in the following ways: (Delete any which you do not give consent to)

As a tool to monitor and track progress
Displays within the school
Website (shows trips and activities and celebrate children's successes)
Facebook (shows trips and activities and celebrate children's successes)
General publicity (includes use by the local authority and for training purposes)
Use by the press and other broadcast media

In addition I confirm that:-

I give consent for my child to be photographed by other members of the school community (Parents/Carers) during school events (e.g. School Performances, Sports Day etc.).

St. Stephen's CE Primary School will take all steps to ensure images and videos are used solely for the purposes they are intended. If you become aware that these are being used or shared inappropriately, please contact the school.

Name of Child _____ Class _____

Name of Parent/Carer _____

Signature _____ Date _____

Consent shall be obtained every school year and will last for the duration of that school year unless consent is withdrawn. (We will contact parents by text or email each year to confirm that the details on your original form still apply and we will ask you to inform the school of any changes)

Images may be kept for no longer than necessary and will not be kept for longer than is to be considered necessary, and in any event, not exceeding a maximum of three years after your child has left the school.

You do have the right to withdraw consent at any time. To withdraw consent please contact: Deborah Wilson, Data Protection Officer on 01388 746426.