



Parental Consent for Images as part of Group Activity

Dear Parent/Carer

When we stage School productions/special events we know parents/carers would like to take photographs/videos of the production/event. As you know we have a policy in place with regards to the taking, making and use of images and you will have previously signed a consent form stating whether or not your child could be photographed.

In circumstances, such as productions or special events, we request specific consent before photographs can be taken by a third party. If you wish to take photos at the production there is a strong possibility that other children will also be included within the picture. We therefore need to ensure all parents/carers who have children in the production are happy for photographs to be taken, and hence need to request their permission.

We all enjoy and treasure images of our family and friends; family events, holidays and events are moments we all like to capture in photos or on video. We now have the exciting dimension of adding our images and videos to our online social network, such as Facebook, YouTube and many other websites. This means that we can easily share our photos and video with family and friends.

Whilst this can be very useful to all of us we must ensure we protect and safeguard all children and staff, including those who do not want to have their images stored online.

- Once posted and shared online any image or video can be copied and will stay online forever.
- Some children are at risk and **MUST NOT** have their image put online. Not all members of the community will know who they are.
- Some people do not want their images online for personal or religious reasons.
- Some children and staff may have a complex family background which means that sharing their image online can have unforeseen consequences.
- Therefore in order to keep all members of the community safe we must all **'Think Before We Post'** Online

At Herne Bay Infant School and Seashells Nursery we are happy for parents and carers to take photos and video of events for personal use but we request that these images are not distributed or put online. This is to protect all members of the community.

Please be aware that parents are not permitted to take photographs or to make a video recording for anything other than their own personal use (e.g. with a view to selling videos of an event).

We would, therefore, be very grateful if you would complete the slip at the bottom of this letter.

Should any parent/carers not agree with their child being photographed, we will consider alternative options including:

- restricting who is involved in the production/special event;
- staging specific photograph opportunities (wristbands will be worn for easy identification during event).

Photographs of setting productions are ones which parent/carers tend to treasure. We will therefore only prohibit the use of cameras and videos as a last resort. We hope you will support us in this.

Yours sincerely

Helen Day, Acting Headteacher

Child's name:

I am / am not * happy for photographs to be taken of any production/special event in which my child is due to appear. (*Please delete as appropriate)

Signed:

Date:

Parental Consent for Images - Conditions of Use

- This form is valid for the period of time your child attends the school/nursery and for five years after they leave. The consent will automatically expire. We will not re-use any photographs or recordings after this time without additional consent.
- We will not use the personal details or full names. We will only use the first name of any child or adult in a photographic image, on video/DVD, on our website, in our prospectus or in any of our other printed publications.
- We will not include personal addresses, emails, telephone numbers, fax numbers on video, on our website, in our prospectus or in other printed publications.
- We may include pictures of children and staff that have been drawn by the children.
- We may use group photographs or footage with general labels, such as 'making Christmas decorations'.
- We will only use images of children who are suitably dressed.
- We will discuss the use of images with children in an age appropriate way to role model positive behaviour.
- This consent can be withdrawn by parent/carer at any time by informing the school/nursery in writing.

	<i>Please Circle as Appropriate</i>
Do you consent for the school to print images of your child electronically on a printer within the school setting? For example to be used for coat pegs/medical protocols.	Yes / No
May we use your child's photograph/image in our prospectus and other printed publications that we produce for educational and promotional purposes?	Yes / No
May we use your child's photograph/image in displays around the school/nursery?	Yes / No
Do you consent for your child to appear in the media e.g. if a newspaper photographer or television film crew attend an event organised by the school/nursery?	Yes / No
May we record your child's image or use videos for assessments, monitoring or other educational uses within the setting? (These images or recordings will be used internally only.) For example Early Years Learning Journey Profile.	Yes / No
May we record your child's image on an iPad for appropriate curriculum purposes within school only?	Yes / No
May we use your child's image on our website?	Yes / No
May we use your child's image on our school/nursery twitter feed?	Yes / No
Do you consent for us to use your child's image in YouTube videos?	Yes / No
Do you consent for your child's photograph to be taken by our school photographer? Profile's photography - https://orders.sbsdigital.co.uk/sbs/Home?shop=profilesphotography	Yes / No
Do you consent for your child's photograph to be stored in SIMS (School Information Management System) as part of their individual data file?	Yes / No

I have read and understood the conditions of use and I am also aware of the following:

- Websites can be viewed throughout the world and not just in the United Kingdom where UK law applies.
- The press is exempt from the Data Protection Act and may want to include the names and personal details of children and adults in the media.
- I/we will discuss the use of images with our child/ren to obtain their views, if appropriate.
- As the child's parents/guardians, we/I agree that if we/I take photographs or video recordings of our child/ren which include other children then we will only use these for personal use.

Name of child:

Parent/Carer Name:

Parent/Carer's Signature:

Date: