

Email admin@gatehouse.devon.sch.uk
Telephone Number 01626 862605

CONSENT FORM FOR USING IMAGES OF CHILDREN

Name of Child.....

D.O.B.....

Occasionally, we may take photographs, video recordings or webcam recordings of the children in our school for 'educational use'. This could include displaying or using images on project boards, school newsletters, at school conferences, in school projects or taking pictures of pupils for historical purposes such as class photographs.

From time to time, our school may be visited by the media who will take photographs or film footage of a visiting dignitary or other high profile event. These images may appear in local or national newspapers, or on televised news programmes, and often include pictures with pupils.

The images that the school takes of its pupils may also be used as 'promotional material' for the school and could be published on leaflets, in our prospectus or on our website.

To comply with the Data Protection Act 1998, we need your permission before we can photograph or make any recordings of your child for promotional purposes.

Please answer questions 1 to 4 below, then sign and date the form where shown.

Please return the completed form to the school as soon as possible

Please circle your answer.

1. May we use your child's photograph in the school prospectus and other printed publications that we produce for promotional purposes or on project display boards ?
YES/NO
2. Do you consent to your child's image being recorded on video or webcam to be used for 'promotional purposes' ?
YES/NO
3. May we use your child's image on our website?
YES/NO
4. May we record your child's image on video or webcam?
YES/NO
5. Are you happy for your child's photograph to appear in the media? YES/NO

Please note that websites can be viewed throughout the world and not just in United Kingdom where UK law applies. We therefore ask your permission to use your child's image on our website for both educational and promotional purposes. Please also note that the conditions of use of these photographs are on the back of this form.

I have read and understood the conditions of use on the back of this form.

Parent/carers Signature..... Date.....

Name (in block capitals)

CONDITIONS OF USE

1. This form is valid for the period of time that your child attends this school. The consent will automatically expire after this time.
2. We will not re-use any photographs or recordings after your child leaves this school.
3. We will not use the personal details or full names (which means first name and surname) of any child or adult in a photographic image on video, on our website, in our school prospectus or in any of our other printed publications without good reason. For example, we may include the full name of a pupil in a newsletter to parents if the pupil has won an award.
4. If we name a pupil in text, we will not use a photograph of that child to accompany the article without good reason (see point 3 above).
5. We will not include personal email, postal addresses, telephone or fax numbers on video, on our website, in our school prospectus or in any other printed publications.
6. We may include pictures of pupils and teachers that have been drawn by the pupils.
7. We may use group of class photographs, or footage with very general labels such as a “a science lesson” or “making Christmas decorations”.
8. We will only use images of pupils who are suitably dressed, to reduce the risk of such images being used inappropriately.

Please note that the press are exempt from the Data Protection Act and may want to include the names and personal details of children and adults in the media.

Please remember at performances/events that although photography/recording is allowed so you can record these magical moments of your own child(ren) we do request that you do not use images of other children for distribution on social media unless you have the parents' permission.

Throughout your child's time at school there maybe children who cannot have their image on social media and also some parents do not wish their children to appear, please be mindful and considerate.

