



St. Jerome's Catholic Primary School

Dear Parent or Carer,

Photograph and Video Consent Form

While your child is attending this school we will regularly take photographs as records of learning activities, for school social media posts, use in displays, leaflets and booklets about the school or on an official web-site. This will only be done with the authorisation of the Head Teacher. No child will be named in publications, social media posts or on websites and photographs will only show children in a positive way.

In addition, sometimes the press may request to photograph individual or small groups of children, particularly on occasions to celebrate achievements. Again, this will only take place at the Head Teacher's discretion. On such occasions of individual celebration, it is appropriate for names to be requested and the newspaper may choose to publish them. In no circumstances will home addresses or other personal information be provided. First names only will be provided to the media for children in class photographs, they will be given in alphabetical order and not correlate to the position of the pupil.

Your permission is required for the publication of all photographs of your child and you are therefore asked to complete the consent form attached. While your child attends this school, we will ask you, each school year, to renew this permission. **However, if at any point you change your mind you must let us know in writing.**

While public recognition for achievement is important, we do understand that you may not wish to authorise the use of photographs of your child. You do not need to give us an explanation for this and we assure you that your wishes will be fully respected. If you wish to discuss this further please do not hesitate to contact the school. We would like to encourage you to discuss this with your child if possible so that they understand why photographs of them are not on the website or social media platforms.

To summarise, as a school we:

- will respect your wishes as indicated in the form which you will return to us.
- will not use any personal details or names of pupils to accompany photographs in a school document or on the school website.
- will not use photographs if we name a pupil in a school publication.
- will be sensitive to pupils' wishes and will only use positive and appropriate images of pupils.
- will regularly review any photographs or videos held internally and will delete unwanted material.
- expect you to notify us in writing if you change your mind at any point.



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Please complete and return to school:

As a parent / carer:

I understand that photographs and videos may be taken by the school for the purposes of recording pupils' activities and attainment. I understand that this will be done sensitively and in a positive manner and that this is for internal use only.

In addition, your consent is sought for the following external use:

I understand that the Head Teacher will make any decision about inviting the press, radio or television into school and that, in those circumstances, my wishes stated in this form will be observed. I understand that, if at any point while my child is attending this school I change my mind, I need to let you know in writing about the changes.

It is important to tick all boxes that apply.

	Type of Consent	Yes	No
1	I give permission for my child's photograph to be used within school for display purposes or in a school booklet to promote the school.		
2	I give permission for my child's photograph to be used on the school website.		
3	I give permission for my child's photograph to be used in the school's social media accounts e.g. Twitter, Facebook, Instagram.		
4	I give permission for the school to take videos of my child to be used by the school on the website or social media.		
5	I give permission for my child to be photographed, interviewed or filmed by local or national press		
6	I give permission for my child's name to be published with a press photograph or film.		

Photographs and videos taken by parents/carers

Although practice varies from school to school, the governors of St Jerome's have agreed that parents may wish to take photographs or videos of events to which they have been invited, such as Sports Day or a School Play.

I agree that if, with the permission of the Head Teacher, I take photographs or videos of any school event, I will ensure that these are used for personal and family use only, and will not be made available to anyone else. **This includes the posting of images of children other than my own on any social networking sites such as Facebook, Twitter, Instagram, Snapchat or similar.** I understand that any other use may be in breach of the Data Protection Act 2018.

Name of Child(ren)	
Name of Parent/Carer	
Signature of Parent/Carer	
Date	