# **Springmoor Grange Primary School**

# **Photograph and Video Consent**

**Taking photographs and videos of children and young people**

Springmoor Grange Primary School recognises its responsibility to ensure the welfare and safety of children and young people and to comply with the General Data Protection Regulations 2018. You may wish to refer to our privacy notice on our website, which explains how we use your data, and your rights and responsibilities.

We use photographs and videos for a number of reasons including celebrating and recording children’s successes. These images or videos may be used on display boards, 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 of their own children. We will remind parents/carers prior to the event that any photographs or videos taken should not be uploaded to social media and will explain that some children’s safety could be affected.

**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 Miss Bowden 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. For example, whole school photographs or videos for the school social media or for publicity events. Your child would be able to take part in the event but would not be involved the photographs and videos and would carry out another related activity at that time.**

**Please answer the questions on the attached consent form, then sign and date where shown. Please return the completed form to the school as soon as possible.**

**It is the parent’s/carers responsibility to inform the school if circumstances change and you wish to withdraw consent.**

**Springmoor Grange Primary School**

# **Photograph and Video Consent**

**I give consent for you to record and use images or videos of my child in the following ways:**

|  |  |  |
| --- | --- | --- |
| **Consent** | **Please circle your answer** | |
| Photographs and videos are used by our teachers to document your child’s learning throughout school. They provide evidence to help us measure the progress and development of your child. These images are stored securely on the school’s network, as well as uploaded to a secure online learning journal called Seesaw. On many occasions, children will be learning in a group and their image may appear in another child’s book or journal, and we need to ask permission for this to be shared.  My child’s image may appear as part of a group in another child’s book and learning journal, and be shared with their family. | YES | NO |
| Website (shows trips and activities and celebrates children’s successes). | YES | NO |
| Social Media – including School Facebook Page and You Tube Channel (shows trips, activities and celebrates children’s successes) | YES | NO |
| General Publicity (includes use by the L.A and for training purposes). | YES | NO |
| Use by the press and other broadcast media. | YES | NO |

Springmoor Grange Primary 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 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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 can withdraw consent at any time. We will ask that a new form is completed.