**Glebe Primary School**

**Photographic and Video Consent**

**Please read the following information before completing and returning to the school.**

Occasionally we may take photographs of the children at our school. We use these images as part of our school displays, in our newsletter and other printed publications, and on the school website. To comply with data protection laws **we must have your permission before we can photograph or take video recordings of your children**.

* If we use photographs of individual pupils we will not use the name of that child in the accompanying text or photo caption.
* If we name a pupil in the text we will not use a photograph of that child to accompany the article.
* If a child has won an award and the parent would like the name of their child to accompany their picture we will obtain permission from the parent before using the image.
* Learning Journeys and work books are used to record and celebrate your child’s progress throughout school. Photographs of individuals, groups or classes of children may appear in these records.
* From time to time, our school may be visited by the media who will take photographs or film footage of a high profile event. Children may appear in these images, which will sometimes be published in local or national newspapers and their websites.
* The school arranges for a local photographer to take individual and class photographs each year which families have the opportunity to purchase. The school discourages families from posting class photographs on social media websites.

In addition parents, carers and relatives of pupils may wish to take photographs or video recordings of their children at school events such as Sports Day and class performances. These images and recordings are a great source of pleasure and pride, and provide priceless memories for children and their families. **The school will continue to permit this whilst it has the support of families to ensure that these images remain for family and personal use only and that they are not published or posted on social media websites if they contain recognisable images of other children.**

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| Childs name: Class: |
| I give permission for my child’s photograph to be used within school for displays, assemblies and presentation | **YES / NO** |
| I give my permission for my child’s image to be used in Learning Journeys/Records of Achievements belonging to other children | **YES / NO** |
| I give permission for my child to have their individual and class photo taken by the schools chosen photography company each year  | **YES / NO** |
| I give my permission for photos and images of my child to be taken and used on the school website and printed publications such as the newsletter and prospectus | **YES / NO** |
| I give my permission for photos and images to be taken and used by the local press. | **YES / NO** |
| I agree that if myself or my family take photographs of my child we will only post these on social media websites if they do not contain recognisable images of other children | **YES / NO** |
| Print name: | Relationship to child: |
| Signature: | Date: |