

# **St Benedict's Catholic Primary School**

## **Photographic/Video Consent Form**

Dear Parent/Guardian,

Name of Child.....

Throughout each school year a range of photographs are taken in school. We may use these images in our school displays, school prospectus or in other printed publications that we produce, as well as on our website. We may also take video or webcam recordings for school-to-school conferences, monitoring, or other educational use.

From time to time the media will take photographs or film footage of events within school. Pupils may appear in these images, which may appear in local or national newspapers, or on televised news programmes.

To comply with the Data Protection Act 1998, we need your permission before we can photograph or make any recordings of your child. Please answer questions 1 to 4 below, then sign and date the form where shown.

**PLEASE RETURN THE COMPLETED FORM TO SCHOOL AS SOON AS POSSIBLE.**

Please circle your answer.

1. May we use your child's photograph (unidentified), in displays, in the school prospectus and other printed publications that we produce for promotional purposes? Yes/No
2. May we use your child's image (unidentified) on our website? Yes/No
3. May we record your child's image (unidentified) on video? Yes/No
4. Do you consent to your child being photographed or filmed in press events by the school? Yes/No
5. Do you consent to your child's name being published with a press Photograph? Yes/No
6. Do you consent to your child's image being published on our Twitter account? Yes/No

Please note that websites can be viewed throughout the world and not just in the United Kingdom, where UK law applies.

Please also note that the conditions for 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's or guardian's signature.....Date.....

Name (in block capitals):.....

## Conditions of school use

1. This form is valid for the time your child attends St Benedict's Catholic Primary School, from the date you sign it. It is your responsibility to let us know if you want to withdraw or change your agreement at any time.
2. We, the school, will not use the personal details or full names (which means first name and surname) of any child in a photographic image on video, on our website, in our school prospectus or in any of our other printed publications or displays.
3. We do not include personal e-mail or postal addresses, or telephone or fax numbers on video, on our website, in our school prospectus or in other printed publications.
4. If we use photographs of individual pupils, we will not use the name of that child in the accompanying text or video caption, unless we have your agreement.
5. If we name a pupil in the text, we will not use a photograph of that child to accompany the article.
6. We may include pictures of pupils and teachers that have been drawn by the pupils.
7. We may use group or class photographs or footage with very general labels, such as "science lesson" or "making Christmas decorations" or an alphabetical list of names.
8. We will only use images of pupils who are suitably dressed, to reduce the risk of such images being used inappropriately.
9. As a child's parents/guardian, we agree that if we take photographs or video recordings of our children which include other pupils, we will use these for personal and family use only. I/we understand that where consent has not been obtained from the other parents for any other use, we could be in breach of the Data Protection Act 1998 if we used our recordings for any wider purpose.