



8th September 2009

CONSENT FORM FOR THE RECORDING AND USE OF IMAGES

CHILD'S NAME:

Dear Parent/Guardian/Carer,

During the course of the school year, we may sometimes wish to take photographs or videos of children within school or on school trips, either for our records or for inclusion in our promotional material such as the school prospectus or on our website. We do not use children's names with their pictures on the website in a way that individuals can be identified. The school invites an external photographer to the school each year to take official school photographs and the school may also invite the media to the school to take photographs for publication in the local press.

To comply with the Data Protection act 1998, we need to ask your consent before the school or the media record any images of your child. Please answer the questions below and then sign and date the form below:

1. May we use your child's photograph in the school prospectus and other school publications? **YES/NO**
2. May we use your child's image on our website?
(Names will not be attached to individual pictures) **YES/NO**
3. May we record your child's image on video or webcam?
(e.g. at concerts or sports events) **YES/NO**
- 4.1 Are you happy for your child's image to appear in the media? **YES/NO**
- 4.2 Are you happy for your child's name to appear with the image? **YES/NO**

Please ensure that you have read and understood the Conditions of Use included overleaf prior to signing the form.

Signed:

Relationship to child:

Address:

Tel. No.:

Date:



CONDITIONS OF USE OF CHILDREN'S IMAGES

1. This form is valid for the duration of your child's time at this school. If you change your mind about giving consent to any of the above during the course of this time please contact the school immediately.
2. If we decide to take photographs or videos for any other purpose than those listed here, we will ask for additional specific consent.
3. Images of children will be stored securely in school. Please be aware that the school has no control over the way external photographers and the media store images.
4. We will not include any personal details such as home 'phone numbers or EMail addresses of pupils in our publications, without seeking specific separate permission from you in advance.
5. We will only use photographs of pupils who are suitably dressed, in order to minimise any risk of misuse.
6. We may use photographs of a whole class with a general label, where individual children are not identified.

