

18th September 2018

Parental Consent for Videos and Photography

Why do we need your consent?

Under new GDPR guidelines, the Federation of North Walsham Junior, Infant School and Nursery now requests the consent of parents on an annual basis to use images and videos of their child for a variety of different purposes.

Without your consent, the school will not use images and videos of your child. Similarly, if there are only certain conditions under which you would like images and videos of your child to be used, the school will abide by the conditions you outline in this form.

Why do you we use images and videos of your child?

The Federation of North Walsham Junior, Infant and Nursery Schools uses images and videos of pupils as part of school displays to celebrate school life and pupils' achievements; to enable staff to quickly identify children with medical conditions and other Special Educational Needs; to promote the school on social media and on the school's website; and for other publicity purposes in printed publications, such as newspapers.

Where the school uses images of individual pupils, the name of the pupil **will not** be disclosed. Where an individual pupil is named in a written publication, a photograph of the pupil **will not** be used to accompany the text.

If, for example, a pupil has won an award and their parent would like their name to be published alongside their image, **separate consent** will be obtained prior to this.

The Federation of North Walsham Junior, Infant and Nursery Schools may take images or videos of individual pupils and groups of pupils to use on social media, the school website, in school prospectuses and other printed publications, such as a newsletter.

Who else uses images and videos of your child?

It is common that the school is visited by local media and press, who take images or videos of school events, such as sports days. Pupils will appear in these images and videos, and these may be published in local or national newspapers, or on approved websites.

The following organisations may use images and videos of your children:

- North Norfolk News
- Archant (EDP and Evening News)

Where any organisations other than those above intend to use images or videos of your child, **additional consent** will be sought before any image or video is used.

What are the conditions of use?

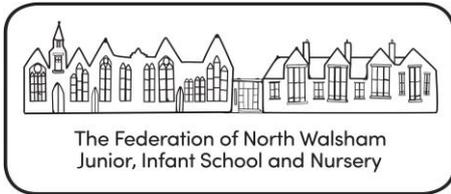
- This consent form is valid for **the 2018/2019 academic year**.

- It is the responsibility of parents to inform the school, in writing, if consent needs to be withdrawn or amended.
- The school will not use the personal details or full names of any pupil in an image or video, on our website, in our school prospectuses or any other printed publications.
- The school will not include personal emails or postal addresses, telephone or fax numbers on images or videos on our website, in our school prospectuses or any other printed publications.
- The school may use pictures of pupils and teachers that have been drawn by pupils.
- The school may use work created by pupils.
- The school may use group or class images or videos with general labels, e.g. 'sports day'.
- The school will only use images and videos of pupils who are suitably dressed, i.e. it would not be suitable to display an image of a pupil in swimwear.
- The school will take class images of your child which are available to purchase annually.

Please complete the enclosed consent form and return it to school by Monday 24th September.

Yours faithfully,

Mrs J Read
Executive Headteacher
The Federation of North Walsham Junior, Infant and Nursery Schools



Images and videos parental consent form

This form explains the reasons why and how the Federation of North Walsham Junior, Infant and Nursery Schools may use images and videos of your child. Please read the form thoroughly and outline your agreement as appropriate.

Name of parent:	
Name of child/children:	
Year (s) and class (es):	

Please read the following conditions thoroughly and provide your consent as appropriate by ticking either 'Yes' or 'No' for each criteria.

The school will **only** publish images and videos of your child for the conditions that you provide consent for.

I provide consent to:	Yes	No
Using images of my child on the school website.		
Using videos of my child on the school website.		
Using images of my child on Class Dojo		
Using images of my child on social media, including the following: <ul style="list-style-type: none"> • Twitter • Facebook 		
Using videos of my child on social media, including the following: <ul style="list-style-type: none"> • Twitter • Facebook 		
The local media using images of my child to publicise school events and activities (only including the organisations outlined above).		
The local media Using videos of my child to publicise school events and activities (only including the organisations outlined above).		
Using images of my child in marketing material, e.g. the school brochure and prospectus.		
Sharing my child's data with a school-appointed external photography company for official school images. This includes the following: <ul style="list-style-type: none"> • Name • Class • Roll number 		

Refreshing your consent

This form is valid for the entire academic year, 2018/2019 – it will be updated on an annual basis. Parents are required to fill in a new form for their child every academic year.

Consent will also be refreshed where any changes to circumstances occur – this can include, but is not limited to, the following:

- New requirements for consent, e.g. an additional social media account will be used to share pupil images and videos
- Changes to a pupil's circumstances, e.g. safeguarding requirements mean a pupil's image cannot be used
- Changes to parental consent, e.g. amending the provisions for which consent has been provided for

Where you would like to amend the provisions for which consent has been provided, you must submit your request in writing to the Executive Headteacher. A new form will be supplied to you to amend your consent accordingly and provide a signature.

Withdrawing your consent

Parents have the right to withdraw their consent at any time. Withdrawing your consent will not affect any images or videos that have been shared prior to withdrawal.

If you would like to withdraw your consent, you must submit your request in writing to the Executive Headteacher.

Declaration

I, _____ (name of parent), understand:

- Why my consent is required.
- The reasons why the Federation of North Walsham Junior, Infant and Nursery Schools uses images and videos of my child.
- Which other organisations may use images and videos of my child.
- The conditions under which the school uses images and videos of my child.
- I have provided my consent above as appropriate, and the school will use images and videos of my child in line with my requirements.
- Consent is refreshed on an annual basis and I must re-provide consent if I consent to images and videos of my child being used in other academic years.
- I will be required to re-provide consent where any circumstances change.
- I can amend or withdraw my consent at any time and must do so in writing to the Executive Headteacher.

Name of parent:

Signature:

Date:

If you have any questions regarding this form, please do not hesitate to contact the Executive Headteacher via the school office.