

Photographs Consent Form

Occasionally, Coombe Dean School may take photographs of the pupils at our school. We may use these images as part of our school displays and sometimes in our school's prospectus or in other printed publications that we produce. We will also use them on our school website, Facebook page, Twitter, Instagram, TikTok accounts. We may also make video or webcam recordings for school-to-school conferences, school YouTube account, monitoring or other educational use.

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.

From time to time, our school may be visited by the media who will take photographs or film footage of a visiting dignitary or other high-profile events. Pupils will often appear in these images, which may appear in local or national newspapers, approved websites or on televised news programmes. To comply with the General Data Protection Regulations (GDPR), we need your permission before we use any images or recordings of your child. Please answer the questions below, then sign and date the form and return the completed form to reception.

Child's First Name..... Child's Surname.....DOB.....

- If selected, do you consent to your child's image being in the school prospectus and other printed publications that we produce for promotional and marketing purposes.
- If selected, do you consent to your child's image being used on school website.
- If selected, do you consent to your child's work being on the school website.
- If selected, do you consent to your child's image being used on all the following school social media accounts; Facebook, Twitter, Instagram, TikTok.
- If selected, do you consent to your child's work being used, if selected on all the following school social media accounts; Facebook, Twitter, Instagram, TikTok.
- If selected, do you consent to your child's image being published with a press photograph.

(Please select "No", if you answer no for just one of the above statements)

Please circle your answer for the above question

Yes - I consent for this to happen

No - do not give consent for this to happen

May Coombe Dean School use your child's recorded image if selected.

Do you consent to your child's recorded image on video or webcam being used for school video productions? By circling "Yes" you understand you have given consent for you son/daughter to be in a school video production which may be seen in school or on the school's YouTube account. Please circle your answer for the above question

Yes - I consent for this to happen

No - do not give consent for this to happen

Please note: Conditions for use of these photographs and video images are on the back of this form. You are signing to confirm you have read and understood the conditions of use.

This form is valid indefinitely from the date you sign it. It is your responsibility to let us know if you want to change or withdraw your agreement at any time.

Signature:(Parent/Carer) Date:

Parent / Carer Name:

GDPR - Photographs Consent Form Conditions of School Use:

This form is valid indefinitely from the date you sign it. It is your responsibility to let us know if you want to change or withdraw your agreement at any time.

- We will not re-use any photographs or recordings a year after your child leaves this school. Historic photographs will remain on our school website and social media feeds.
- 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 printed publications.
- We will not include personal e-mail or postal addresses, or telephone numbers on video, on our website, in our school prospectus or in other printed publications.
- If we use photographs of individual pupils, we will not use the name of that child in the accompanying text or photo caption, unless we have your agreement.
- If we name a pupil in the text, we will not use a photograph of that child to accompany the article.
- We may include pictures of pupils and teachers that have been drawn by the pupils.
- We may include, if selected, work from pupils.
- We may use group or class photographs or footage with very general labels, such as “a Science lesson” or “making Christmas cakes”.
- We will only use images of pupils who are suitably dressed, to reduce the risk of such images being used inappropriately.
- Websites can be viewed throughout the world and not just in the United Kingdom where UK law applies.
- Parents / Carers consent will be recorded on the school’s Management Information System and will be retained no longer than is necessary for the purpose the data was obtained for. The paper copy will be retained on school file up to a year after your child leaves this school.
- As the child’s parent/carer, you agree that if you take photographs or video recordings of your child/ren which include other pupils, you will use these for personal and family use only and you will not post on any personal social media accounts. You understand that where consent has not been obtained from the other parents for any other use, you would be in breach of the Data Protection Act 1998 if you used the recordings for any wider purpose.
- The original details of this form will be kept for audit purposes form DOB +25yrs.
- Coombe Dean School complies with the current Data Protection legislation 2018. The information you provide will be used in accordance with legalisation and the WeST Privacy Policy: https://www.coombedean.co.uk/wp-content/uploads/2019/09/WeST-Privacy_Notice_parents-June-19.171372686.pdf