

Student Images, Video and Sound Consent Letter

Dear Parents and Carers

The school will use photographs, record sound and video as part of learning that takes place in the school. All staff are aware of their responsibilities and they will always take care with how the images and sound are collected and how they are stored.

Details of the school's policy on the taking, displaying and publishing of pupil images and sound are included within our online safety policy available on our website. We also include the major conditions on the next page. The measures in this policy are designed to ensure that the school does everything it can to protect children.

There are also times when we would like to use images, video and sound recordings to inform the local community about what is happening in the school through our website, social or local media such as newspapers.

Please could you complete the form to consent to the above.

If for any reason during your child's time at the school you wish to withdraw your consent, please inform us as soon as possible.

Yours sincerely



Gill Rennard
Headteacher

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Conditions of use

- This form is valid for the duration of your child's education at our school. If you change your mind about giving consent to any of the above while at our school, please contact the school immediately.
- If we decide to take photographs, video or record sound for any other purpose than those listed here, we will ask for additional specific consent.
- Images of children and sound recordings 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.
- We will retain photographs that represent an historical record for the school or those that could be used for future learning.
- We will not usually retain other photographs of your child after they cease to be a pupil at this school. However, photographs on our website, in our school prospectus and other publications, or those that are part of our archive of learning activities, could continue to exist for a period of time after the child has left the school.
- We will not include any personal details such as surname, home phone numbers or email addresses of pupils in any publication.
- We will only use photographs and video of pupils who are suitably dressed, to minimise any risk of misuse.
- We may use photographs of a whole class with a general label, where individual children are not identified.

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Consent form for the recording and use of images and sound

During the school year the school may wish to take photographs, sound or video recordings of children in school or on school trips for use in our promotional material such the school prospectus, social media or on our website. These will be groups of children and not individuals (unless additional permission has been sort).

The school may invite an external photographer to the school each year to take official school photographs, or the media to the school to take photographs for publication.

We need to ask your consent before the school or the media use any images of your child.

Please ensure that you have read and understood the Conditions of Use included on the previous page prior to signing this form.

Please tick the boxes to show agreement

The school can use your child's photograph in the school prospectus, newsletter and other promotional publications.	<input type="checkbox"/>
The school can use your child's image on our website.	<input type="checkbox"/>
The school can use your child's first name to appear with the image on the website.	<input type="checkbox"/>
The school can publish sound recordings of school activities that include your child.	<input type="checkbox"/>
The school can publish video of school activities that include your child.	<input type="checkbox"/>
The school can use your child's image to appear in the media (newspapers).	<input type="checkbox"/>
The school can use the child's first name to appear with the image.	<input type="checkbox"/>

Student's Name: _____ Tutor Group: _____

Print your name: _____

Signed: _____

Relationship to child: _____

Date: ____ / ____ / ____