



## Photograph Consent Form

Child's full name: \_\_\_\_\_

Occasionally, we may take photographs of the children at our academy. We may use these images in our academy prospectus or in other printed publications that we produce, as well as on our website or on project display boards at our academy. We may also make video or webcam recordings for academy-to-academy conferences, monitoring or other educational use.

From time to time, our academy may be visited by the media who will take photographs or film footage of a visiting dignitary or other high profile event. Pupils will often appear in these images, which may appear in local or national newspapers, or on televised news programmes.

In compliance with the Data Protection Act 1998, we need your permission before we can photograph or make any recordings of your child for non-educational purposes. Please answer questions 1 to 4 below, then sign and date the form where shown.

**Please return the completed form to the academy as soon as possible.**

-  **circle your answer**
1. I consent to my child's photograph appearing in the academy prospectus and other printed publications that we produce for promotional purposes or on project display boards **yes / no**
  2. I consent to my child's image appearing on the academies website **yes / no**
  3. I consent to my child's image being recorded on video or webcam **yes / no**
  4. I consent to my child's image appearing in the media (for example photographs in newspapers/ media websites, moving images on television and voice recordings on radio). **yes / no**

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

I have read and understood the conditions of use on the back of this form.

Parent's or guardian's  
signature:  
(person with  
parental  
responsibility

\_\_\_\_\_

Name (in block capitals): \_\_\_\_\_

## **Conditions of use**

1. This form is valid for the period of time your child attends this academy. The consent will automatically expire after this time.
2. You can withdraw your consent at any time by making a written notice to the academy.
3. We will not re-use any photographs or recordings after your child leaves this academy.
4. We will not use the personal details or names of any child or adult in a photographic image on video, on our website, in our academy prospectus or in any of our other printed publications without good reason. For example, we may include the full name of a pupil in a newsletter to parents if the pupil has won an award.
5. If we name a pupil in the text, we will not use a photograph of that child to accompany the article without good reason. (See point 3 above.)
6. We will not include personal e-mail or postal addresses, or telephone or fax numbers on video, on our website, in our academy prospectus or in other printed publications.
7. We may include pictures of pupils and teachers that have been drawn by the pupils.
8. We may use group or class photographs or footage with very general labels, such as "a science lesson" or "making Christmas decorations".
9. We will only use images of pupils who are suitably dressed, to reduce the risk of such images being used inappropriately.

## **Please note**

- i) The press, in certain circumstances are exempt from the Data Protection Act and may want to include the names and personal details of children and adults in the media.
- ii) Parents, family members and friends taking photographs of children within academy at events such as plays and sports day for their personal, domestic use is also exempt from the Data Protection Act and therefore do not need to gain consent.