

Coleshill Church of England Primary School

Inspiring our children to flourish and enjoy 'Life in all its fullness' (John 10:10)



Digital image and video agreement policy for parents/carers

September 2020

Date adopted by Governing Body:
Reviewer:

Coleshill Primary's Use of Digital / Video Images policy

The use of digital / video images plays an important part in learning activities. *Pupils* and members of staff may use digital cameras to record evidence of activities in lessons and out of school. These images may then be used in presentations in subsequent lessons.

Images may also be used to celebrate success through their publication in newsletters, on the school website and occasionally in the public media. Where an image is publically shared by any means, only your child's first name/initials will be used.

The school will comply with the Data Protection Act and request parents / carers permission before taking images of members of the school through our pack disseminated in September.

In accordance with guidance from the Information Commissioner's Office, parents / carers are welcome to take videos and digital images of their children at school events for their own personal use (as such use is not covered by the Data Protection Act). To respect everyone's privacy and in some cases protection, these images **should not** be published / made publicly available on social networking sites, nor should parents / carers comment on any activities involving other *pupils* in the digital / video images.

Parents / carers are requested to sign the permission form below to allow the school to take and use images of their children and for the parents / carers to agree.

Digital / Video Images Permission Form

Parent / Carers Name:.....Pupil(s) Name:.....

As the parent / carer of the above pupil(s), I agree to the school taking digital / video images of my child / children. Yes / No

I agree to these images being used:

• to support learning activities. Yes / No

• in publicity that reasonably celebrates success and promotes the work of the school. Yes / No

I agree that my child's picture/video can be uploaded to the school's newsletter Yes / No

I agree that my child's picture/video can be uploaded to the school's website Yes / No

I agree that my child's picture/video can be uploaded to the school's Facebook/Twitter accounts Yes / No

I agree that if I take digital or video images at, or of – school events which include images of children, other than my own, I will abide by these guidelines in my use of these images. Yes / No

Signed:

Date:

This form will be stored safely once Mrs Bunn has collated the data from your agreement. It will be shredded at the end of the academic year. Mrs Bunn and any relevant members of staff will have access to the data collected.