



## CHILD PHOTOGRAPH CONSENT FORM

Location of photograph: General Use and Local Newspaper

Intended use: General school publications such as school prospectus, local newspaper displays, newsletters, website and school App

To the parent or guardian of:

Name of child: \_\_\_\_\_

The school occasionally takes photographs of children for promotional purposes. We would like to use a photograph of your child for or publications or website.

To comply with the Data Protection Act 1998, we need your permission before we use any photographs we have taken. Please complete the declaration below and return it to us.

I give permission for my child's photograph to be used by the school:

- For general use
- For website use
- For school app
- For local newspaper

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

Signed \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

Please note that websites can be seen throughout the world and not just in the United Kingdom where UK law applies.

## Conditions of use

1. This form is valid for four years from the date of signing. Your consent will automatically expire after this time. We will not re-use any images after this time.
2. During this four-year period, the photos will be kept in a secure location and only authorised staff will have access to them. After this period the photos will be privately destroyed.
3. We will only include a child's full name as photo captions for press releases if the child is not easily identifiable by a member of the public, e.g. not identified by a school uniform. Addresses will not be disclosed in detail. Personal e-mail, telephone or fax numbers will not be disclosed.
4. If we use an image of an individual pupil who is identifiable by their school, we will not use the name of that child in the accompanying text or photo caption without good reason.
5. If a pupil is named in the text of a publication, we will not use a photograph of that child to accompany the article unless we have specific consent. For example, we might want to include a picture and a full name of a competition prizewinner. However, we will not include a picture and full name of a child promotional literature.
6. We may use group or class images with very general labels, such as 'a literacy hour' or 'children exploring the environment'.
7. We will only use images of pupils who are suitably dressed, to reduce the risk of such images being used inappropriately.