



St Mary's
Catholic Primary School and Nursery

MEDIA PERMISSION

Occasionally, we may take photographs of the children at our school. We may use these images in our schools prospectus, marketing materials (including leaflets, newspapers and banners), internal/external displays, social media platforms, the school website and professional reports and information. We may also make video or webcam recordings for school-to-school conferences, monitoring, assessment or other educational use.

We may include photographs in Learning Journeys and Records of Achievement that record your child's progress throughout school and these may include photographs of individuals, groups or classes of children.

The media may visit St Mary's and take photographs or film footage. Pupils will often appear in these images, which may appear in local or national newspapers, on televised news programmes or on approved websites.

To comply with Data Protection requirements, we need your permission before we can photograph or make any recordings of your child.

This form allows you to register your consent and decide how and when any images of your child may be used. We will not use any images of children where we do not have parental consent. Where a parent fails to return the media permission form, we will assume no consent is given.

Please indicate your consent. If you change your mind at any point, please request a new media permission form.

Consent Request	Please circle your response	
	Yes	No
I give my permission for the school to take photographs of my child	Yes	No
I give my permission for photographs of my child to be used in printed publications (including leaflets, newsletters, newspapers and banners) and the school prospectus	Yes	No
I give my permission for photographs of my child to be used on social media platforms	Yes	No
I give my permission for photographs of my child to be used on our website	Yes	No
I give my permission for photographs of my child to be used in internal/external displays	Yes	No
I give my permission for my child's image to be used in Learning Journeys/Records of Achievements belonging to them or to other children	Yes	No
I give permission for my child to appear in the media should the occasion arise.	Yes	No
I give permission for my child to have a school photograph taken each year. I understand that parents can purchase this image but there is no obligation to do so.	Yes	No
I give my permission for video or webcam recordings of my child to be used for school-to-school conferences, monitoring, or other educational use	Yes	No

CONDITIONS OF USE

In ensuring that we always use photographs in an appropriate and responsible fashion, we will ensure that:

1. This form is valid from the date we admit your child to St Mary's. We will reissue this form once your child is in Year 3. The consent will automatically expire once your child has left our school.
2. We will not re-use any photographs or recordings after your child leaves our school.
3. We will not use the personal details or full names (which means first name **and** surname) of any child or adult in a photographic image, on videos, on our website, in our school prospectus or in any of our other printed publications without express written parental consent.
4. We will not include personal email or postal address, or telephone numbers on videos, on our website, in our school prospectus or in any other printed publications.
5. If we use individual or group images of pupils, we will not use the full names in the accompanying text or photograph caption without express written parental consent.
6. We may include drawn pictures of pupils and teachers.
7. We may use group or class photographs or footage with very general labels, such as "a science lesson" or "making Christmas decorations"
8. We will only use images of pupils who are suitably dressed, to reduce the risk of inappropriate use.
9. The images we take will be of activities that show the school and children in a positive light. We will not use embarrassing or distressing images or images associated with negative or sensitive issues.
10. We will make every effort to ensure that we, or any third party, does not take images of any children for whom we do not have permission or who are 'at risk' or disallowed from having their photographs taken for legal or social reasons.
11. We will take all reasonable measures to ensure we use the images solely for the intended purpose. However, we cannot guarantee this and take no responsibility for the consequences that may arise by use of these images by any third parties.
12. Historic photographs will remain on our school website and social media feeds. We will not use the personal details or full names (which means first name and surname) of any child or adult in a photographic image or video, on our website, on our social media platforms in our school prospectus or in any of our other printed publications.
13. If we name a pupil in the text, we will not use an individual photograph of that child to accompany the article.

14. A contracted photographer takes individual/sibling and/or class photographs annually and parents have the opportunity to buy these images, however, there is no obligation to do so. When the contracted photographer takes a class photographs, it is available to all parents of pupils in that class.

Please confirm that you have read and understood the conditions detailed above.

Name of child:

Signature of authorising adult:

Name of authorising adult (block capitals please):

Date: