

Cheadle Heath Primary School

Using images of children

Occasionally, we may take photographs of the children at our school. We may use these images in the school prospectus or in other printed publications that we produce, as well as on our website and on social media including twitter. We may also make video recordings for monitoring or other educational use. We also acknowledge that parents/ carers like to take photographs and / or video recordings of their children taking part in school activities for family records (i.e. Christmas Nativity, class assemblies, Easter Bonnet Parade, sports day). Occasionally the media may visit the school and take photographs or film footage which may involve pupils appearing in local national newspapers or on a televised programme. We may also include photos of your child on the Dojo Class Story page (KS2), a closed account that can be viewed only by school staff, yourself and other parents of children in your child's class.

Before we take a photograph, we need written consent in order to comply with the Data Protection Act 1998.

Please answer the following questions, then sign and date the form.
If the form is not signed, we cannot, and will not use the photograph.

Name of child: _____ Child's date of birth: _____

Name of parent / carer: _____

Please circle one answer

- May we use your child's photograph in the school prospectus and other printed publications that we produce for promotional purposes? Yes / No
- May we use the child's image on our school website?
Websites can be viewed throughout the world and not just in the United Kingdom where UK law applies. Yes / No
- May we record your child's image on video? Yes / No
- Are you happy for your child to appear in the media?
i.e. local papers. Please note that the Manchester Evening News group will only publish photos if the child's first and second name is included Yes / No
- Are you happy for your child's photos to be on Dojo Class Story (KS2)?
This is a closed page for parents of the children in your child's class to view with coded access. Yes / No

Signature of authorising adult _____ Name _____ Date _____

We will NOT accept unsigned forms, or forms signed by children

Conditions of Use

1. This form is valid for five years from the date of signing, or for the period of time your child attends this school. The consent will automatically expire after this time.
2. We will not re-use any photographs or recordings after your child leaves Cheadle Heath Primary 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 video, on our website, in our school prospectus or in any of our other printed publications.
4. We will not include personal email or postal addresses, telephone or fax numbers on our website, in our school 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 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.