



PHOTOGRAPH AND VIDEO CONSENT FORM

New data protection rules are coming into force from 25th May 2018. To ensure that the school is meeting the new requirements, we need to re-seek your consent to take and use photographs, short films and video images of your child.

At Barnes Primary School we take all matters relating to child safety very seriously. This includes the use of images of pupils. Photographs and videos can be motivating for the pupils involved, provide a good opportunity to promote the work of the school and are invaluable tools for professional training. However, schools have a duty of care towards pupils, which means that pupils must remain unidentifiable, reducing the risk of possible inappropriate contact.

Barnes Primary School follows these rules:

- Where media can be accessed externally, for example the school website, school newsletters and the school's social media pages:
 - if the pupil is named, we avoid using their photograph; and
 - if their photograph is used, we avoid naming the pupil.
- Where showcasing examples of pupils work with accompanying photographs around the school, we will use only a child's first name.
- If showcasing video work to an external audience (for example 'Barnes on Camera' class films which are screened at the Olympic Cinema and sold to families on CD, or an example of outstanding teaching that is shown at a professional training session), we take care to ensure that pupils aren't referred to by name on the video, and that pupils' full names aren't given in any credits at the end of the film.
- We would only ever use images of pupils in suitable dress.
- Staff are not allowed to take photographs or videos of pupils on their personal equipment.

We would like your consent to take photographs, films and other digital images of your children and to use them in the sorts of ways described above. If you are not happy for us to do this, we will accommodate your preferences.

You may also change your mind at any time in the future by emailing info@barnes.richmond.sch.uk telephoning 020 8876 7358, or coming in to one of the school offices.

Please mark YES in the boxes overleaf where you are happy to give your consent and return the form to the school as soon as possible and prior to 25th May 2018.

If you are happy to give consent for Barnes Primary School to process photographs and/or video recordings of your child according to the principles outlined above in the ways shown, please put the word **YES** in the box alongside each statement:

PHOTOGRAPHS

I am happy for photos of my child to be **used** by the school, examples of such use include:

- on the website
- on the school’s social media
- in school newsletters
- in other children’s workbooks as evidence of a learning activity
- in school prospectus or staff manuals
- in promotional literature produced by the school

I am happy for photos of my child to be **displayed** in the school, examples of such displays include:

- to showcase pupils’ work and raise attainment standards
- to celebrate achievement
- to record an event
- to support the curriculum

I am happy for photos that include my child to be **shown** and/or **sold** to others (we only knowingly sell to families/guardians whose children attend our school), examples of such activity include:

- class photographs

VIDEOS

I am happy for the school to **take** videos of my child, examples of such videos are:

- class films and other school drama productions
- lessons or learning activities
- special events such as trips or visits

I am happy for videos that include my child to be **used** by the school; examples of such use include:

- on the website
- on the school’s social media
- for internal professional training

I am happy for videos that include my child to be **shown** and/or **sold** to others (we only knowingly sell to families/guardians whose children attend our school), examples of such activity include:

- screenings or sales of copies of class films and other school drama productions
- showcasing outstanding teaching during external professional training for other schools

I am happy for photographs of my child to appear in the local newspaper

NAME(S) OF CHILD(REN)	
NAME OF PARENT OR GUARDIAN	
SIGNATURE OF PARENT OR GUARDIAN	
DATE	

YOU MAY WITHDRAW YOUR CONSENT AT ANY TIME

If you change your mind on any of the options above, please contact the school via email:

info@barnes.richmond.sch.uk; telephone: 020 8876 7358; or come into one of the school offices.

Please note it may not be possible to remove images once published under previously given consent.

The data on this form will be stored in accordance with the Data Protection Act 1998, the school’s Data Protection policy and our Fair Processing Notice. Details on the how we look after your information can be found on our website: www.barnesprimary.com
 Our Data Protection Officer is Antonia Lord; tel: 020 8876 7358 ext 203; email: dataprotection@barnes.richmond.sch.uk