

**Weston Turville CE School**

**Mission Statement –  
To Pursue Wisdom within a Christian Ethos**

**Photographic Images of Children Policy**

Co-ordinator:	Ms K Brooks
Policy Agreed:	Summer 2004
Reviewed	Summer 2011, Summer 2015, Summer 2019
Adopted by Staff:	Summer 2019
Adopted by Governors:	Summer 2019
Next Review Date:	Summer 2023

The school takes photographs, and sometimes video, of the children individually or collectively. Most frequently this is for use within the school for:

- productions
- the website
- the prospectus
- other printed publications that we produce, such as the school newsletter
- displays
- to sell to parents as keepsakes
- assessment or record keeping purposes
- school-to-school conferences
- monitoring or other educational use

On the website and in the weekly school newsletter we do not use the child's full name or personal details.

Sometimes we invite the press to photograph/film children in order to mark:

- significant achievements
- successful team performances
- productions or performances
- special occasions or visitors

Photographs may only be taken of children wearing appropriate clothing, and with the permission of parents. Parents are asked to confirm permission by filling in the appropriate form at the beginning of their child's time in the school.

Sometimes parents are permitted to photograph/film children. Their film/photos may include children who are not their own (the cast of a play, a sports team etc).

**If parents take photos or video of children other than their own they do not have permission to share them online, and should they choose to share them they will be liable under GDPR (the General Data Protection Regulation).**

The staff and governors have decided that the following paragraphs be inserted in the school's prospectus in order to make clear to parents the role that photography of children takes within the school:

"The school often takes photographs, and sometimes video, of school events and activities, and encourages the local press to come in and take photographs of special events. Whenever we publish such photographs in school documents or on the web we do not list the child's full name with the photograph as an additional safety feature for children. Parents are invited to fill in a consent form for the school to take or publish photos on their child's admission.

Sometimes parents are permitted to photograph/film children. Their film/photos may include children who are not their own (the cast of a play, a sports team etc).

**If parents take photos or video of children other than their own they do not have permission to share them online, and should they choose to share them they will be liable under GDPR (the General Data Protection Regulation)."**