Leighton Middle School
Parental / Guardian Consent Form
Using Images of Children in Schools

To Name of the Child's Parent or Guardian _____

Name of Child: _____

Form: _____

Occasionally, we may take photographs of the children at our school. We may use these images in our school prospectus or in other printed publications that we produce, as well as on our website, social media or on display boards at our school. We may also make video or webcam recordings for celebrating achievement or other educational use.

From time to time, our school may be visited by the media who may take photographs or film footage of a visiting dignitary or other high profile event. Pupils will often appear in these images, which may appear in local or national newspapers, or on televised news programmes.

To comply with the General Data Protection Regulation, we need your permission before we can photograph or make any recordings of your child for school promotional purposes. Please answer questions 1 to 5 below, then sign and date the form where shown.
Please return the completed form to the school as soon as possible.

	Please circle your answer
1. May we use your child's photograph in the school prospectus and other printed publications that we produce for promotional purposes or on project display boards?	**Yes / No**
2. May we use your child's image on our school website and/or social media accounts?	**Yes / No**
3. Are you happy for your child to appear in the local media?	**Yes / No**
4. Are you happy for your child's image to appear in a video recording which may appear on the school website?	**Yes / No**
5. Are you happy for your child's image to appear in the year book at the end of Year 8 which is on sale?	**Yes / No**

Please note that websites and social media can be accessed throughout the world and not just in the United Kingdom where UK law applies. In view of this our retention policy will not apply to these options.

Please also note that the conditions for use of these photographs are on the back of this form.

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

Parent's or Guardian's signature: _____ Date: _____

Name (in block capitals): _____

Conditions of use

1. This form is valid for seven years from the date you sign it.
2. We will not use 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 without good reason. For example, we may include the full name of a pupil in a newsletter to parents if the pupil has won an award.
3. We will not include personal e-mail or postal addresses, or telephone or fax numbers on video, on our website, in our school prospectus or in other printed publications.
4. We may include pictures of pupils and teachers that have been drawn by the pupils.
5. We may use group or class photographs or footage with very general labels, such as “a Science lesson” or “making Christmas decorations”.
6. We will only use images of pupils who are suitably dressed, to reduce the risk of such images being used inappropriately.

Please note that the press is exempt from the GDPR and may want to include the names and personal details of children and adults in the media.