



## ST. JOHN'S C.E. SCHOOL FRIERN BARNET

### IMAGES AND VIDEOS PARENTAL CONSENT FORM

This form explains the reasons why and how St. John's School may use images and videos of your child. Please read the form thoroughly and outline your agreement as appropriate.

#### **Why do we need your consent?**

St. John's School requests the consent of parents to use images and videos of their child for a variety of different purposes.

Without your consent, the school will not use images and videos of your child. Similarly, if there are only certain conditions under which you would like images and videos of your child to be used, the school will abide by the conditions you outline in this form.

#### **Why do you we use images and videos of your child?**

St. John's School uses images and videos of pupils as part of school displays to celebrate school life and pupils' achievements; to promote the school on our school website and for other publicity purposes in printed publications, such as newspapers or the school prospectus.

Where the school uses images of individual pupils, the name of the pupil **will not** be disclosed. Where an individual pupil is named in a written publication, a photograph of the pupil **will not** be used to accompany the text. If, for example, a pupil has won an award and their parent would like their name to be published alongside their image, **separate consent** will be obtained prior to this.

St. John's School may take images or videos of individual pupils and groups of pupils to use on the school website, in school prospectuses and other printed publications, such as a newsletter.

#### **Who else uses images and videos of your child?**

Sometimes the school is visited by local media and press, who take images or videos of school events, such as sports days. Pupils will appear in these images and videos, and these may be published in local or national newspapers, or on approved websites. Similarly pupils may participate in sports events run by other organisations such as Saracens RFC and such organisations may wish to use images of your child in their publicity material. In such instances **additional consent** will be sought before any image or video is used.

#### **What are the conditions of use?**

- This consent form is valid for the duration of your child's attendance at the school
- It is the responsibility of parents to inform the school, in writing, if consent needs to be withdrawn or amended
- The school will not use the personal details or full names of any pupil in an image or video, on our website, in our school prospectuses or any other printed publications
- The school will not include personal emails or postal addresses, telephone numbers on images or videos on our website, in our school prospectuses or any other printed publications
- The school may use pictures of pupils and teachers that have been drawn by pupils
- The school may use work created by pupils
- The school may use group or class images or videos with general labels, e.g. 'sports day'
- The school will take class and individual photos of your child which are available to purchase annually.

#### **Refreshing your consent**

Consent will be refreshed where any changes to circumstances occur – this can include, but is not limited to, the following:

- New requirements for consent, e.g. an additional social media account will be used to share pupil images and videos
- Changes to a pupil's circumstances, e.g. safeguarding requirements mean a pupil's image cannot be used
- Changes to parental consent, e.g. amending the provisions for which consent has been provided for.

Where you would like to amend the provisions for which consent has been provided, you must submit your request in writing to the head teacher. A new form will be supplied to you to amend your consent accordingly and provide a signature.

**Withdrawing your consent**

Parents have the right to withdraw their consent at any time. Withdrawing your consent will not affect any images or videos that have been shared prior to withdrawal.

If you would like to withdraw your consent, you must submit your request in writing to the head teacher.

**Providing your consent**

Please read the following conditions thoroughly and provide your consent as appropriate by ticking either 'Yes' or 'No' for each criteria.

The school will **only** publish images and videos of your child for the conditions that you provide consent for. Please tick the relevant boxes:

I provide consent to:	Yes	No
Using images of my child on the school website or in school newsletters		
Using videos of my child on the school website		
The local media using images of my child to publicise or report school events and activities		
The local media using videos of my child to publicise or report school events and activities		
Using images of my child in marketing material, e.g. the school brochure and prospectus or events run by other organisations		
Sharing my child's data with a school-appointed external photography company for official school images. This includes the following: Name , Class, Roll number		

## **PARENT/CARER DECLARATION**

**The names and signatures of all adults with parental responsibility are required**

I / We [please complete names below], understand:

- Why my/our consent is required
- The reasons why St. John's School uses images and videos of my/our child
- Which other organisations may use images and videos of my/our child
- The conditions under which the school uses images and videos of my/our child
- I/We have provided my / our consent and the school will use images and videos of my/our child in line with my requirements
- Consent is for the duration of time my/our child attends the school
- I/We will be required to re-provide consent where any circumstances change
- I/We can amend/withdraw my/our consent at any time and must do so in writing to the Headteacher.

<b>Parent/Carer's full name</b>	
<b>Signature</b>	
<b>Parent/Carer's full name</b>	
<b>Signature</b>	
<b>Child's full name</b>	
<b>Child's class</b>	
<b>Date</b>	

If you have any questions regarding this form, please do not hesitate to contact the head teacher.

**Ratified: June 2022**