



Using Images of Children Consent Form

Occasionally, we may take digital photographs, or make videos of the children at St John's Meads. We may use these images on our website, newsletters, school prospectus, church publications or DCAT publications or in other printed or on line publications that we may produce.

Online Communication and Safer Use of Technology

Schools and settings will be using a variety of online communication and collaboration tools both informally and formally with children, parents/carers and staff. It will be important that managers and leaders are aware of this use and provide clear boundaries and expectations for safe use.

Publishing images and videos online

- The school will ensure that all images and videos shared online are used in accordance with the school image use policy and General Data Protection Regulation.*
- The school/setting will ensure that all use of images and videos take place in accordance with other policies and procedures including data security, Acceptable Use Policies, Codes of Conduct, social media, use of personal devices and mobile phones etc.*
- In line with the image policy, written permission from parents or carers will always be obtained before images/videos of pupils are electronically published.*
- Images/videos will be used on Tapestry (EYFS), which requires a secure login to access any information, pictures or videos.*

To comply with the Data Protection Act 1998, GDPR, Data Protection Act 2018 we need your permission before we can photograph or make any recordings of your child to share publicly.

Please answer the questions on the form attached and then sign and date the form, and return it to the School Office. office@sjm.academy

St John's Meads CE Primary School, Rowsley Road, Eastbourne BN20 7XS

The school is registered with Information Commissioner's Office (ICO): <https://ico.org.uk/>
Registration Ref: Z491108X.

Data Protection Officer (DPO) info@handsam.co.uk



Using Images of Children Consent Form

Conditions of Use and Declaration Statement:

Please complete this consent form and return to the school office.

1. This form is valid from the date you sign it, for the period of time your child attends St John's Meads CE Primary School.
2. We will not re-use any photographs or recordings after your child leaves St John's Meads.
3. We will not use the personal details or full names (i.e. first name and surname) of any child or adult in a photograph without agreement of the parent/guardian.
4. If we name a pupil in the text, we will not use a photograph of that child to accompany the article unless this has been agreed by the parent/guardian.
5. We will not include personal e-mail or postal addresses, or telephone or fax numbers in our school prospectus or in any other printed publications we may produce without agreement of the parent/guardian.
6. If we use photographs of individual pupils, we will not use the full name of that child in the accompanying text or photo caption.
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 accompanying text regarding school activities and events for example, church events, offsite activities and visits, sports day, school productions and fundraising events.
9. We will only use images of pupils who are suitably dressed, to reduce the risk of such images being used inappropriately.
10. We will upload pictures and videos onto Tapestry <https://tapestry.info/> for school assessment. These are secure websites, which require an account linked to our school and parents/carers are provided with a secure login and password.
11. **Access to Reach More Parents is via a password protected app, no information is shared publicly. Class Teachers will be able to share photos and class news directly with parents and carers. Reach More Parents uses the School Information System (ARBOR) for primary parent/carers with parental responsibility only.**



Use of Images Consent

Child's nameClass.....

May we use your child's photograph in publications such as the school newsletter, school prospectus and any other publications we may produce for the school website?

Yes ☐ No ☐

May we use your child's photograph/ videos Tapestry (EYFS)?
(Reception Class only)

Yes ☐ No ☐

May your child appear in press photographs?

Yes ☐ No ☐

May we use your child's photograph in Church/DCAT publications?

Yes ☐ No ☐

May we use your child's photograph on Reach More Parents

Yes ☐ No ☐

Please note this agreement is part of our Online E-Safety, Social Media Policy.

St John's Meads CE Primary School, Rowsley Road, Eastbourne BN20 7XS

<https://sjm.academy/> Tel: 01323 730255

Declaration: Parent/Guardian

I have read and understood the conditions of use for use of Images of Children.

Signed (Parent/Guardian)

Name (in block capitals)

Date.....