



DATA PROTECTION ACT – PHOTOGRAPH/IMAGE PERMISSION FORM

Name of Student: **Form:**

From time to time, we may take photographs of our students at the academy. These may be used in our academy prospectus or in other printed publications/displays we produce, as well as on our website and social media accounts. We may also make video or webcam recordings of school events or other educational activities to share on our website and/or social media accounts.

Occasionally the media may visit the academy and take photographs or film students. These images may appear in local or national newspapers, or on televised news programmes.

To comply with the Data Protection Act 1998, we need your permission before we can photograph or make any recordings of your child. Please answer questions 1 to 5 below, and sign and date the form where shown.

		<i>Please circle your answer</i>
1	May we use your child's photograph in the academy prospectus and other printed publications/displays that we produce for promotional purposes?	Yes/No
2	May we use your child's photograph in external publications for promotional purposes e.g. Mollies Guide, Primary Times?	Yes/No
3	May we use your child's image on our academy website/social media accounts?	Yes/No
4	May we record your child's image on video or webcam?	Yes/No
5	Are you happy for your child to appear in the media?	Yes/No

Please note:

- *Websites can be viewed throughout the world and not just in the United Kingdom where UK law applies.*
- *Conditions for use of these photographs are detailed on the back of this form.*

I have read and understood the conditions of use included in this document and on the reverse of this document.

Parent/Carers Name (in block capitals):

Signed: (Parent/Carer) Date:

PLEASE RETURN THIS FORM TO THE EXAMS OFFICE



Conditions of Use

- This form is valid for the duration of time you child remains at St Peter and St Paul Catholic Voluntary Academy plus two years.
- You must inform the academy if you wish to withdraw or change this consent at any time.
- We will not use personal details or full names (which means first name **and** surname) of any student/adult appearing in an image or video on our website, in our academy prospectus or in any other printed publications/displays that we produce for promotional purposes, without good reason. For example, we may include the full name of a student who has won an award in our newsletter.
- If we name a student in the text, we will not use a photograph of that child to accompany the article without good reason (please see previous bullet point).
- We may include pictures of students or teachers that have been drawn by students.
- We may use group or class photographs or video footage with general labels, such as 'Student Council' or 'Science lesson'.
- We will only use images of students who are suitably dressed, to reduce the risk of images being used inappropriately.

Please note: The Press are exempt from the Data Protection Act and may want to include the names and personal details of children/adults in the media.