

## Academic Year 2025/2026



Dear Parents/Carers

### **Consent for Pupils to Appear in Photographs or in Videos and How They Will Be Used – Academic Year 2025/2026**

Occasionally, we take photographs of the pupils at our school. These images may be used in printed publications that we produce, e.g. on our school website or on display boards in school. We may also make video recordings for school-to-school conferences, examinations and coursework, or insertion on the school web site. Both photographs and recordings may be used on our electronic assessment.

It is important we protect your child's interests, respect your wishes and comply with Data Protection law. Please read the Conditions of Use below before answering the questions below. This form is valid from 1<sup>st</sup> September 2024 to 31<sup>st</sup> August 2025. If you have downloaded the SIMS Parent App, you do not need to return this form; you can review Parental Consents in the App. You will be asked to review and update your consent at the start of the next academic year. You can change consent throughout the year either via the SIMS Parent App or by contacting the school office. If you require a paper copy, please contact the school office. We will not use a photograph or video of your child without consent.

#### Conditions of Use:

- This form is valid from 1<sup>st</sup> September 2025 to 31<sup>st</sup> August 2026. If you have downloaded the SIMS Parent App, you do not need to return this form; you can review Parental Consents in the App. You will be asked to review and update your consent at the start of the next academic year. You can change consent throughout the year either via the SIMS Parent App or by contacting the school office.
- The school will not re-use any photographs or recordings of your child that are incompatible with the original purposes explained to you.
- If we use photographs of individual pupils, we will not use the full name of that child in any accompanying text or caption, nor will we include any other personal information
- We may use group or class photographs or footage with very general labels, such as 'a science lesson'.
- We will only use photographs and videos of pupils who are suitably dressed.
- Parents/carers should note that websites can be viewed throughout the world and not just in the United Kingdom, where UK law applies.

Further information on how we use your information and your child's personal information is in the Fair Processing Notice available at <http://www.forest-oak.solihull.sch.uk/fair-processing-notice>

**Pupil's Name** \_\_\_\_\_

**Class:** \_\_\_\_\_

<b>Description of the Photographs or Recordings</b>	<b>Please tick</b>	
May we use your child's photograph and first name on display boards within the school building?  Please note: Displays are generally viewed by staff, pupils, parents, carers and other visitors to the school.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
May we put your child's photograph and/or name on the school's website?  Please note: Websites can be viewed throughout the world, not just the United Kingdom where UK law applies.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
May we put your child's photo and/or first name within printed publications circulated within the school community, e.g. newsletter.  Please note that these publication will may appear on the school's website	Yes <input type="checkbox"/>	No <input type="checkbox"/>
May we put your child's photograph and/or name on the class page of Class Dojo (this is used to communicate with home and share/celebrate work and achievements)?  Please note: The class page of Class Dojo can only be seen by parents/carers of pupils in the class and school staff.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
May we record your child on video for school plays and assemblies, internal school events, external school events and trips?  Please note: this may include your child's voice as well as their image. Videos will only be made available to parents/carers of the child.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
May we put photographs in your child's assessment documents/folders on-line? This is using our school assessment system called 'Earwig'.  Please note: these may be shared when submitting work for qualifications.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

\_\_\_\_\_  
Signed  
Parent/Carer

\_\_\_\_\_  
PRINT  
NAME)

\_\_\_\_\_  
Date