

September 2021

Dear Parents/Carers

**Consent for Pupils to Appear in Photographs or in Videos and How They Will Be Used – Academic Year 2021/2022**

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 or webcam 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.

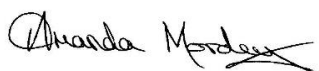
It is important we protect your child's interests, respect your wishes and comply with Data Protection law. Please read the Conditions of Use below before answering the questions below and signing and dating this form. Please return the completed form (one for each child) to school as soon as possible; 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 2021 to 21<sup>st</sup> July 2022. Your consent will automatically expire after this time.
- 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>

Yours sincerely



MRS A R MORDEY  
PRINCIPAL

Name of Child \_\_\_\_\_

Description of the Photographs or Recordings	Please tick	
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, school's YouTube channel and Facebook page?  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 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?  Please note: these may be shared when submitting work for qualifications.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Name of Child \_\_\_\_\_

Name of  
Parent/Carer \_\_\_\_\_

Signed  
(Parent/Carer) \_\_\_\_\_ Date \_\_\_\_\_