Plymouth CAST
Multi Academy Trust

St Mary's Catholic Primary, Axminster

SCHOOL PHOTOGRAPHIC, FILM AND MEDIA CONSENT FORM

We often take photographs or video film for publicity purposes. These images may appear in our printed publications and external publications or on our school website, Plymouth CAST website or social media sites. We may also send them to the media. We need your permission to do this.

Please answer questions 1, 2, 3 and 4 below, then sign and date the form where shown. Please circle: Yes or No. *Please cross out any options in the question that you do not want your photo/film to be used in/on.*

1. May we use your image(s), or those of your child(ren) in printed publicity or promotional literature produced by the school, including leaflets, posters, newsletters including CAST newsletters and other display material? **Yes / No**

2. May we use your image(s), or those of your child(ren) on our school website and the Plymouth CAST website?

   Yes / No

3. We regularly send publicity material about our services, including photographs where appropriate, to the news media, especially the local press (Devon Live). Can we use your photograph, or your child's, in this way?

   Yes / No

4. May we use your image(s), or those of your child(ren) on our social media sites, Facebook and Twitter?

   Yes / No

I have read and understood the conditions of use on the back of this form.

Yes / No.

Signature:…….. Date:……

Please print your name in capitals (and your child's name if appropriate):

……

This form is valid for one year from the date of signing. Please inform us immediately if you (or your child's) personal circumstances change and you want to alter this consent form

PLEASE READ CONDITONS OF USE

Conditions of Use

1. This form is valid for one year from the date of signing. The consent will automatically expire after this time.

2. We will not re-use any images after this time.

3. We will not include details or full names (which means first name and surname) of any child or adult in an image on video, on our website, or in printed publications, without good reason. For example, we may include the full name of a competition prize-winner if we have their consent. However, we will not include the full name of a model used in promotional literature.

4. We will not include personal e-mail or postal addresses, or telephone or fax numbers on video or on our website or in printed publications.

5. If we use images of individual pupils, we will not use the name of that child in the accompanying text or photo caption without good reason. And if a pupil is named in the text, we will not use a photograph of that child to accompany the article without good reason. For example, we may include a picture and full name of a competition prize-winner if we have their consent. However, we will not include a picture and full name of a model used in promotional literature.

6. We may use group or class images with very general labels, such as “a science lesson” or “making Christmas decorations”.

7. We will only use images of pupils who are suitably dressed, to reduce the risk of such images being used inappropriately.

8. We cannot film or take photographs of any child that is at risk or under a supervision order.

9. You may withdraw your consent at any time. Please inform us immediately if you (or your child’s) personal circumstances change and you want to alter this consent form. Please note that where photographs have already been published it may not be possible to remove individual images

Contact us

If you have any questions, concerns or would like more information about anything mentioned in this consent form, please contact our **Data Protection Officer** courtesy of the Head Teacher at:

St Mary’s Catholic Primary School Axminster Devon.