



Plymouth CAST

Multi Academy Trust

St Mary's Catholic First School

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 overleaf. 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.* **Please return to school office by Friday 2nd November 2018**

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, DASP and other display material?

- Use of my image **Yes / No**
- Use of my child's image **Yes / No**

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

- Use of my image **Yes / No**
- Use of my child's image **Yes / No**

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

- Use of my image **Yes / No**
- Use of my child's image **Yes / No**

4. May we use your image(s), or those of your child(ren) on our Facebook page.

- Use of my image **Yes / No**
- Use of my child's image **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

Child's nameYear:.....

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

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 this form does not meet the specific needs of your family or you have concerns about giving consent, please contact our Data Protection Officer courtesy of the Head Teacher at St Mary's Catholic First School.