



The Federation of
West Leigh Infant School and
Backwell C of E Junior School



Use of Digital / Video Images

The use of digital / video images plays an important part in learning activities. Pupils and members of staff may use digital cameras to record evidence of activities in lessons and out of school. These images may then be used in presentations in subsequent lessons.

Images may also be used to celebrate success through their publication in newsletters, on the school website and occasionally in the public media.

The school will comply with the Data Protection Act and request parents / carers permission before taking images of members of the school. We will also ensure that when images are published that the young people cannot be identified by the use of their names.

In accordance with guidance from the Information Commissioner’s Office, parents / carers are welcome to take videos and digital images of their children at school events for their own personal use (as such use is not covered by the Data Protection Act). To respect everyone’s privacy and in some cases protection, these images should not be published / made publicly available on social networking sites, nor should parents / carers comment on any activities involving other pupils in the digital / video images.

Parents / carers are requested to sign the permission form below to allow the school to take and use images of their child.

Digital / Video Images Permission Form

Parent / Carers Name:

Pupil Name.....Class:

- As the parent / carer of the above pupil, I agree to the school taking and using digital / video images of my child to support learning activities or as part of school displays. Yes /No

- I agree for digital/ video images of my child to appear on the Federation website Yes/No

- I agree for digital/ video images of my child to appear in publicity that reasonably celebrates success, and promotes the work of the school e.g newsletters/ local newspaper Yes/No

- I agree that if I take digital or video images at school events, which include images of children other than my own, I will abide by the above guidelines in my use of these images.

Signed:

Date:.....
