



Headteacher: Ms S Rainey

Deputy Headteacher: Mr G France

Assistant Headteacher: Mr J Barr

Photography and Use of Images at The Lakes School

Dear Parent or Carer

During the course of the school year there may be opportunities to publicise some of the activities that your child is involved with, this may involve filming or photographing children for use in local media. As a school we welcome these opportunities and hope that, as parents, you do too. There may also be occasions when we will arrange photography for school purposes ie displays and school prospectus/brochures and the school website etc. *Please note that websites can be viewed throughout the world and not just in the UK where UK Law applies.*

Photography or filming will only occur with the permission of the Headteacher and under the strict supervision of a teacher. Where filming or photography is carried out by the news media, students in Years 7 & 8 will only be named when there is good reason ie prize winning; home addresses will never be disclosed.

Whilst positive publicity benefits the school, your child will not be involved without your consent. Images of your child held by the school which are subject to the Data Protection Act 1988 can be viewed upon request.

To comply with the Data Protection Act 1988, we need your consent before we can record or photograph your child, therefore, can you please complete the form below noting that consent can be withdrawn at anytime:

Name of child (block capitals)	
Name of person responsible for child	
I understand that images of my child may be taken as follows: <ul style="list-style-type: none">• By the local media in covering school activities that show the school and children in a positive light. These may include drama and musical performances, sporting events, prize giving etc• By photographers acting on behalf of the school for use in displays and publicity material. (Images will be used for a maximum of 2 years and will then be destroyed). The school, for internal displays or use in their school album, may hold images for longer periods.	
Having read the statement above with regard to consent for images/photographs of your child to be taken and used, please tick the appropriate box.	<input type="checkbox"/> Yes, I give consent for pictures to be taken / printed with child's full name
	<input type="checkbox"/> Yes, I give consent for pictures to be taken / used without child's full name
	<input type="checkbox"/> No, I do not give consent for pictures to be taken and used
Signature of person responsible for the child	
Relationship to the child	
Date	

Please note: There may be other circumstances, falling outside the normal day-to-day activities in school, in which pictures of children are requested. The school recognises that in such circumstances specific consent from parent/carer will be required before the school can permit to the filming or photography of children.

Once completed please return this form to the school office.