



## **Photography Policy**

**Date Created: September, 2019**

**Review Date: November, 2022**

**Next Review Date: September, 2023**



## **Photography Policy**

From time to time we may take photographs of school activities which may involve children at our school. These images may be used on our school website, in our school yearbook, in other printed publications that we produce, or on project display boards in school. We may also make video or webcam recordings for school-to-school conferences, monitoring or other educational use.

Occasionally our school may be visited by the media who will take photographs or film footage of events, or to celebrate a particular achievement. Pupils will often appear in these images, which may appear in local or national newspapers or on televised programmes.

As you know photography is a powerful learning tool and forms an exciting record of work and events. We use photographs for assessment purposes and pupils are also encouraged to take digital images for special projects and ICT work.

The Start-Rite Schools Photography Policy is as follows:

1. The school does not allow private photographers on the school premises. Only the school photographers or approved media partners may take photographs and videos.
2. Photographs/video footage may be used in the School Yearbook, on the school website, on the school's social media pages, for promotional materials and other printed or media productions for the school.
3. Parents should be aware that other parents may take photographs at school events which may include their children.
4. The school will not include personal addresses, e-mail addresses or telephone numbers on video, on our website, in our school prospectus or in other printed publications.
5. We may include pictures of pupils and teachers that have been drawn by pupils. We may use group or class photographs or footage with very general labels, such as 'a science lesson'.
6. We will only use images of pupils who are suitably dressed.
7. Embarrassing or distressing images will not be used.
8. The school regularly reviews its archives and deletes unwanted images/video footage.



## **Parental Consent**

Start-Rite respects the right of parents/guardians to withhold consent from their child's/children's photographs being used in school publicity materials. Should parents not want their child's/children's photographs used in the way described in this policy, they should indicate in writing to the School Principal. Otherwise it will be understood that the policy has been read and accepted and consent has been given. A class record of parental non-consent will be supplied to all class teachers.

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