



**Photo Permission – Data Protection Act 1998**

Dear Parent/Carer

There will be occasions when our pre-school may wish to take photographs or make video recordings of children. Sometimes this is for strictly educational purposes and on other occasions, it maybe for other purposes ancillary to the running of the setting (e.g. taking photographs for use in our brochure or on our web site).

Similarly, there are occasions when the local press visit to record particular events (e.g. special events) and they may wish to publish photographs of children in newspapers or use recordings of the children on television when reporting these events.

In order to comply with the Data Protection Act 1998, the setting needs your consent before taking photographs or making video recordings of your child for purposes which are not part of its core activities. We would therefore be grateful if you could answer the following questions, sign and date the form and return it to us as soon as possible.

I agree that the Setting can take photographs of my child, which may be used in setting literature i.e. 'All About Me' books. (It is a requirement of the Early Years Foundation Stage that photographs are used). Only the parent/carer and your child's key person will see this book.	YES/NO
Sometimes children will be photographed together engaged in an activity or working as a team and, as such, photographs may contain more than one child. Therefore, I agree to images of my child being used in other children's "All About Me" books.	YES/NO
I agree that the setting can use images of my child on our display boards within the setting.	YES/NO
I agree that the setting can use images of my child on its website. (Please note the website can be viewed across the world).	YES/NO
I agree that the setting can use images of my child in video recordings to promote the setting.	YES/NO
I agree that photos & recordings, that include my child, can be used after my child has left the setting	YES/NO
I am happy for the press to take and use images of my child.	YES/NO
The setting may give the press the first name only / first and surname (delete as appropriate) of my child for publishing with the child's photograph in a newspaper or for captioning on television.	YES/NO

I have read and understood the conditions of consent:

Signature of parent/carer:.....

Name (in block capitals): .....

Name of Child..... Date.....

Parents and carers are asked NOT to post pictures, taken at school events, on social networking sites or any other insecure file sharing websites when they include images of children other than their own.

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CONDITIONS OF CONSENT

1. The information that you provide in this Consent Form is valid from the time when the setting receives this form, until the time your child leaves the setting. If your circumstances change, or you change your mind about any issues addressed in this form, please let the setting know immediately.
2. If a child is named in any text the setting publishes, a photograph will not be included with the text without the permission of the parents/carer.
3. The setting will generally avoid publishing close up or individual photographs of children; our preference is to publish class or group images.
4. The setting will only use images of children who are appropriately dressed.
5. The setting will not pass to the press the names of any pupils appearing in photographs or recordings that the press wishes to publish or broadcast without the consent of the parent/carer.
6. If you agree that the media can take and use images of your child you should note that the media's use of images of children is governed separately by the Data Protection Act in addition to other legislation and industry codes of practice.