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| CARTERSL | **Carter’s Charity Primary School**  **Pilling Lane, Preesall, Poulton-Le-Fylde, Lancashire FY6 0HH**  **Tel: (01253) 810236**  **e-mail:** [**head@carters.lancs.sch.uk**](mailto:head@carters.lancs.sch.uk)  **web-site: www.carters.lancs.sch.uk**  **Headteacher: Mr Brendan Hassett** |

Monday, 25 April 2022

Dear Parent/Carer

Occasionally, we may take photographs of the children at our school. We use these images as part of our school displays and sometimes in other printed publications like the school brochure. We will also use them on our school website and on our schools Facebook page and also our PTFA have their own Facebook page where images are also shared.

If we use photographs of individual pupils, we will not use the name of that child in the accompanying text or photo caption. If we name a pupil in the text, we will not use a photograph of that child to accompany the article.

From time to time, our school may be visited by the media who will take photographs or film footage of a high profile event. Children may appear in these images, which will sometimes be published in local or national newspapers, or on approved websites.

We also have a school photographer who will take an individual and a class portrait in each school year.

To comply with the General Data Protection Regulations 2018, we need your permission before we can photograph or make any recordings of your child.

Please read all the ‘Conditions of Use’ on the reverse of this letter, complete and sign the permission form and return to school.

If you have any comments or queries relating to this, please do not hesitate to contact school.

Many thanks



Mr B Hassett

Head teacher

**Conditions of Use – Images**

* The attached form is valid from the date you sign it for the time your child attends this school. The consent will automatically expire 1 year after your child has left this school.
* Should you wish to make any changes to your consent you will need to contact the school office and complete another consent form.
* We may re-use any photographs or recordings for up to a year after your child leaves this school. We will not use the personal details or full names (which means first name and surname) of any child or adult in a photographic image on video, on our website, in our school prospectus or in any of our other printed publications.
* We will not include personal e-mail or postal addresses, or telephone or fax numbers on video, on our website, in our school prospectus or in other printed publications.
* If we use photographs of individual pupils, we will not use the name of that child in the accompanying text or photo caption. If we name a pupil in the text, we will not use a photograph of that child to accompany the article.
* We may include pictures of pupils and teachers that have been drawn by the pupils. We may use group or class photographs or footage with very general labels, such as ‘a science lesson’ or ‘making Christmas decorations’.

* We will only use images of pupils who are suitably dressed, to reduce the risk of such images being used inappropriately. Websites can be viewed throughout the world and not just in the United Kingdom where UK law applies.
* Parents/carers/family members; where photography is permitted in school, for example, Christmas Nativity/Play, may photograph their own child/ren and use these pictures as they choose.
* Parents/carers/family members must ensure that no other children are recognisable in the photograph should that picture be published on social media or elsewhere, and if so it is their responsibility to gain the permission of the parents’ of any children involved.

Please complete the attached form and return to school as soon as possible.

**Consent for Images of Pupils**

**Please complete and return to school as soon as possible.**

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| I give permission for my child’s photograph to be used within school for display purposes. E.g. shield winners, pride team photos, class star/values champion of the week. |
| I give permission for my child’s photograph to be used in the school Prospectus and other printed publications that we produce for promotional purposes. |
| I give permission for my child’s image to be used on our school website and our school Facebook page. |
| I give permission for my child to appear in the media.E.g. if a newspaper photographer or TV crew attend an event organised by the school. |
| I give permission for the school to print images of my child electronically. E.g. photos in school work books showing what children have been doing in class, but not for publication on the website, social media or the press. |
| I give permission for my child to have an individual and a class/group photo taken by our school photographer. |
| I give permission for my child’s image to be used on the PTFA Facebook page. |
| **I agree to all of the above conditions YES / NO**  **(delete as applicable)** |

Parent’s or guardian’s signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_

Print Name (parent/guardian): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Pupil Name (capitals): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Relationship to child: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_