



# St. Augustine's Catholic Primary School



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**Headteacher: Mrs Emma Berry**

## 2021/22 Annual School Photographic, Film & Media Consent Form

Dear Parents/Guardians

We often take photographs or video film for publicity purposes. These images may appear in our printed publications and external publications, on our school website, or Plymouth CAST's website. We may also send them to the media (e.g. Dorset Echo). We need your permission to do this. Please complete the sections below. Thank you.

Kind regards

St Augustine's School Office

### Question 1.

May we use your image(s), or those of your child(ren) in printed publicity or promotional literature produced by the school, including leaflets, posters, newsletters including CAST newsletters and other display material? These may feature at St Augustine's Catholic Primary School.

Yes

No

### Question 2.

May we use your image(s), or those of your child(ren) on our school website and the Plymouth CAST website?

Yes

No

### Question 3.

We occasionally send publicity material about our services, including photographs where appropriate, to the news media, especially the local press (Dorset Echo). Can we use the photograph in this way?

Yes

No

### Question 4

I have read and understood the conditions of use on the remainder of this form.

Yes

No

Full Name:

Relationship to Child:

**if you (or your child's) personal circumstances change and you want to alter this consent form**

#### Conditions of Use:

1. This form is valid for one year from the date of signing. The consent will automatically expire after this time.
2. We will not re-use any images after this time.
3. We will not include details or full names (which means first name and surname) of any child or adult in an image on video, on our website, or in printed publications, without good reason. For example, we may include the full name of a competition prize-winner if we have their consent. However, we will not include the full name of a model used in promotional literature.
4. We will not include personal e-mail or postal addresses, or telephone or fax numbers on video or on our website or in printed publications.
5. If we use images of individual pupils, we will not use the name of that child in the accompanying text or photo caption without good reason. And if a pupil is named in the text, we will not use a photograph of that child to accompany the article without good reason. For example,

we may include a picture and full name of a competition prize-winner if we have their consent. However, we will not include a picture and full name of a model used in promotional literature.

6. We may use group or class images with very general labels, such as "a science lesson" or "making Christmas decorations".

7. We will only use images of pupils who are suitably dressed, to reduce the risk of such images being used inappropriately.

8. We cannot film or take photographs of any child that is at risk or under a supervision order. However, **you must notify the school of any such supervision order.**

9. You may withdraw your consent at any time. Please inform us immediately if you (or your child's) personal circumstances change and you want to alter this consent form. Please note that where photographs have already been published it may not be possible to remove individual images.

If you have any questions, concerns or would like more information about anything mentioned in this consent form, please contact our Data Protection Officer courtesy of Mr Tuson at St Augustine's Catholic Primary School, Hardy Avenue, Weymouth, DT4 0RH.