



Henbury View First School

Appendix 4: Staff Photograph & Video Consent Form

STAFF DIGITAL PHOTOGRAPHS AND/OR VIDEOS CONSENT FORM

Occasionally, we may take photographs of staff at our school. We may use these images in our schools prospectuses, other printed publications, websites, social media platforms (e.g. Facebook, Twitter, etc.) and/or on display boards.

We may also take videos for educational use and/or use as evidence for Ofsted. These videos may potentially also be used in websites, social media platforms and display screens.

We may also send the images to the news media (or they may come into the school and take pictures/videos), who may use them in printed publications and on their website, and store them in their archive. They may also syndicate the photos to other media for possible use, either in printed publications, or on websites, or both. When we submit photographs and information to the media, we have no control on when, where, if or how they will be used.

Terms of Use

- We will take all reasonable measures to ensure the images are used solely for the purposes for which they are intended. However, we cannot guarantee this and take no responsibility for the way images are used by other websites or publishers, or for any consequences arising from publication.
- We will make every effort to ensure that we do not allow images to be taken of any staff for whom we do not have permission or who are 'at risk' or disallowed from having their photographs taken for legal or social reasons.
- We may use group or class photographs or footage with very general labels e.g. 'maths lesson'.

Consent

I give permission for my image to be used in school e.g. SIMS/Integris, Books, Notice Boards, etc.	YES / NO
I give permission to the school to use my image on school websites.	YES / NO
I give permission to the school to use images of me in notifications via social media (to include Twitter/Facebook) to share details of school events and activities.	YES / NO
I give permission for you to record my image on video or webcam to be displayed online via school or other websites.	YES / NO
I give permission for images of me to be used by the news media in printed and/or electronic form and stored in their archives. This might include images sent to the news media by the school and images/footage the media may take themselves if invited to the school to cover an event.	YES / NO

I have read and understood the above information.

Staff Name:	Staff Signature:
Date:	

