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**Shawlands Primary School**

**Photography and Video Recording Policy**

**Updated by D Thompson in May 2018.**

**Reviewed January 2021.**

**Signed…………………………………..**

**Approved by the Governing Body on:**

**Signed……………………………………**

**PHOTOGRAPHY AND VIDEO RECORDING IN SCHOOL POLICY**

This policy states the school’s position on the photography and video recording of children in school. It aims to safeguard children and clarify the position of parents who may wish to record special events in school.

The policy is written to

* Protect the rights of children and their parents/carers
* Outline the responsibility of parents who wish to photograph or record events in school
* Protect the rights of parents of children who may be photographed or videoed at school events

**Photography/Media Publication Permission**

We use social media (e.g. Twitter and our website) to celebrate our pupils many achievements and to keep parents and guardians up to date with what is going on in school. We sometimes broadcast our assemblies/achievement events so that all parents and carers who are unable to come along can see what we are doing. Videos and photographs will also be used by teachers for learning displays, resources or lesson content. They may also be used on the school website www.shawlandsprimaryschool.co.uk, corridor displays or on the school’s Twitter feed @ShawlandsPS.

Shawlands Primary School requires your permission before publishing material which may include images of your child. The photographs, or videos, selected could appear in school / council literature, in the local press and on the BMBC / school (or other appropriate) websites for publicity / promotional purposes.

Pupils receive a ‘Photography/Media Consent’ form in their starter pack that captures parents’ permission. Parents may change their mind on their decision at any time by contacting the school office.

**Parents may take photographs and video events in school, which will be for their own family’s use only. We urge parents to only share images on social media if it contains their child either alone or with children who they have sought permission from other parents before posting. This section of the policy is read out at school events where parents are present.**

**Any children whose parents have opted out will not be allowed to be photographed under any circumstances. If this is the case, and on special occasions, performances or charity days, the school may offer school photographs that have been approved for an appropriate charge covering only costs to the school. These are optional and will only be sold to the family of the child in the picture.**

**We will also endeavour to film any performances of this nature and edit the footage to be appropriate and, again, sell at cost price.**