



# Samuel Allsopp

Primary & Nursery School

**Head Teacher:** Mr Lee Smith  
**Telephone:** 01283 247420  
**E-mail:** enquiries@victoria.staffs.sch.uk

Wednesday 27<sup>th</sup> November 2024

## **Photographer in School - Monday 2<sup>nd</sup> December**

Dear Parents and Carers,

I am writing to you to make you aware that on Monday 2<sup>nd</sup> December 2024 we will have a professional photographer in school. The photographs taken on the day will be used on our new website, social media and any future publications. Learning takes place in a variety of different ways at Samuel Allsopp School and we would like to celebrate and share this learning with others, our official Facebook page, school website and newsletters are fantastic ways for us to do this.

### **Image Consent.**

To comply with the Data Protection Act 1998, we need your permission before we can use photographs/video or audio we may take of your child. Generally, photographs for school and family use, and those that appear in the press, are a source of pleasure and pride which we believe can enhance self-esteem for children and their families. We recognise that increased use of technology means there is greater potential for accidental or deliberate misuse. We endeavour to minimise risks by putting safeguards in place that will protect your child's interest.

During your child's admission process you would have been asked to give, or deny permission for us to use your child's photographs in school and in the media. You may change/withdraw consent at any time in writing and this will have no detrimental effect on your child. This consent is valid until your child leaves the school or you request withdrawal from any of the sections. Included with this letter is a reminder of the school commitments in regards to your child's photographs, for your viewing.

**In preparation for our photographer coming into school on Monday, if you would like to check the permissions you have given previously, or if you would like to withdraw permission for your child to be photographed on Monday you MUST telephone the school office on 01283 247420, before 2pm on Friday 29<sup>th</sup> November 2024.**

If we do not hear from you before 2pm on Friday 29<sup>th</sup> November we will follow your previous permissions.

Yours sincerely,

Mr L Smith  
Headteacher

## Image Consent – collected on admission

To comply with the Data Protection Act 1998, we need your permission before we can use photographs/video or audio we may take of your child. Generally, photographs for school and family use, and those that appear in the press, are a source of pleasure and pride which we believe can enhance self-esteem for children and their families. We recognise that increased use of technology mean there is greater potential for accidental or deliberate misuse. We endeavour to minimise risks by putting safeguards in place that will protect your child's interest.

### **Conditions of Use**

You may change/withdraw consent at any time in writing and this will have no detrimental effect on your child. This consent is valid until your child leaves the school or you request withdrawal from any of the sections.

- 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 or video, on our website, on our social media platforms or school publications unless permission has been granted.
- If we use photographs of individual pupils, we will not use the full name of that child in the accompanying text or photo caption, unless permission has been given.
- 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.
- We will not re-use any photographs or recordings a year after your child leaves this school. Historic photograph's will remain on our school website and social media feeds.
- Websites and social media platforms can be viewed throughout the world and not just in the United Kingdom where UK law applies.