

# St. Winefride's Catholic Primary School



## Safeguarding Images

### Mission Statement

*To provide excellence in all aspects of school life,  
embedded in the values and beliefs of the Catholic faith.*

### Vision Statement

*To be an outstanding school where every member reaches  
their true potential and knows the joy of a  
personal relationship with Jesus Christ.*

Date of issue	Review date	Date ratified by Governing Body
1 <sup>st</sup> October 2014	1 <sup>st</sup> October 2017	12 <sup>th</sup> November 2014

	Print name	Signature	Date
Head Teacher	Mrs M A Cairns		
On behalf of Governing Body			

# ST. WINEFRIDE'S CATHOLIC PRIMARY SCHOOL

## Photography/Video Policy

### 1 Rationale

- 1.1 The safety and well-being of all our children are of paramount importance to all who work in our school. Our children have the right to protection, regardless of age, gender, race, culture or disability. They have a right to be safe in our school as a unique child of God.
- 1.2 The culture within our school is one that encourages all children to shine through music, drama, dance, sports, art and active worship. We provide opportunities that enable us to celebrate these talents and we document and share these opportunities via video recordings or photographs, most of which are stored on the school web site.
- 1.3 The Governing Body has adopted National Guidelines and Leeds Diocese Department for Education Guidance around use of cameras and video equipment at St Winefride's Catholic Primary School.

### 2 Aims

To keep our children safe by protecting images of them.

To respect parental choice regarding permission to share photography/video of their child.

To adhere to regulations surrounding permissions from Social services and other children's services.

To provide our families with quality images of events in school and Church after sensitive and appropriate editing.

### 3 Implementation

Parents/carers and all visitors to school and church, will be reminded before each event that cameras of any kind cannot be used. That a school photographer will record/ capture the event and after editing, the images will be made available, free of charge, on the school website.

This policy must be seen in the context of other policies in school especially the E-Safety Policy. (Sections 3.4, 3.5 and 5.3 below)

#### 3.4 *Publishing Pupil's Images and Work*

- Any media used will not name individual children.
- Pupils' full names will not be used anywhere on a school Web site or other on-line space, particularly in association with photographs.
- Parents have the right to deny permission for their child's images to be published on the website.

- Pupil image file names will not refer to the pupil by name.
- Parents are not allowed to take images of pupils without prior permission.

### **3.5 *Social Networking and Personal Publishing***

- The school will control access to social networking sites, and consider how to educate pupils in their safe use.
- Pupils will be advised never to give out personal details of any kind which may identify them, their friends or their location.
- Pupils and parents will be advised that the use of social network spaces outside school brings a range of dangers for primary aged pupils.
- Pupils will be advised to use nicknames and avatars when using sites which involve communicating with other schools.

### **5.3 *Enlisting Parents' and Carers' Support***

- Parents and carers attention will be drawn to the School e-Safety Policy in newsletters, the school brochure and on the school Web site.
- The school will maintain a list of e-safety resources for parents/carers.
- The school will ask all new parents to sign the parent /pupil agreement when they register their child with the school.
- The Head Teacher has the right to review further attendance at events, of any person who does not adhere to this policy.

### **Review of This Procedure**

This procedure was produced in September 2014 and will be reviewed again in September 2017.