



# St Cuthbert & The First Martyrs' Catholic Primary School

## CONSENT FORM – PUPIL PERSONAL DATA

During a pupil's time with us we will gather information about them which we will use for various purposes. A Privacy Notice has been provided to you in relation to the use of this information, which is also available on the school website.

*Please see [www.stcuthberts.bradford.sch.uk](http://www.stcuthberts.bradford.sch.uk) to view the Privacy Notice here in the interests of transparency*

There are some things that we cannot do unless you tell us that we can. We have set these out in the tables attached. Please could you read this form very carefully and tick the appropriate options and return to school as soon as possible. This will let us know which of these things you are happy for us to do, and which you are not.

If you are not happy for us to do any of the things in the tables attached then this will not affect your child's place at St Cuthbert & The First Martyrs' Catholic Primary School. You are completely free to refuse to provide your consent to any of these things. You do not have to provide reasons for refusing your consent, but we are happy for you to give us additional information if you choose to so that we understand any concerns that you have and can take appropriate steps where necessary.

### Photographs and Videos

Some of the information in the attached tables includes photographs and videos of your child. We assure you that we take very seriously the issue of potential misuse of photographs and videos of our pupils, and have the following measures in place:

- *As a school we do allow parents/families to take photographs or videos during school events such as worship, Mass etc but ask not to share with others or put on social media.*
- *Any videos and images taken in school are secured securely on the school network which is cloud based.*
- *All staff are aware they have a responsibility to ensure data including photographs are not misused.*
- *All staff have up to date, regular awareness training on GDPR and data breaches.*
- *Only school devices are used to take photographs and videos and these are stored on the school network which is cloud based.*

St Cuthbert & The First Martyrs' Catholic Primary School may provide photographs and videos to the media, or St Cuthbert & The First Martyrs' Catholic Primary School may be visited by the media who will take videos and photographs. When these have been submitted to or taken by the media St Cuthbert & The First Martyrs' Catholic Primary School has no control over these.

**Student Name:** .....

**Date of Birth:** .....

**Year Group (at time of completing this form)** .....

## Celebrating Your Child's Achievements and Reporting on Events

St Cuthbert & The First Martyrs' Catholic Primary School are very proud of the achievements of all of our pupils, and we want to be able to celebrate these achievements both within the our school and with others. We may also want to report on significant events which involve our pupils, such as visits from dignitaries. This will involve providing information about involvement in certain activities such as sports.

	<b>Yes</b>	<b>No</b>
<p>In order to celebrate my child's achievements I am happy for St Cuthbert &amp; The First Martyrs' to use:</p> <ul style="list-style-type: none"> <li>• Photographs of my child</li> <li>• Videos of my child</li> </ul>		
<p>The following information may be used with the above:</p> <ul style="list-style-type: none"> <li>• Name</li> <li>• Year Group</li> </ul>		
<p>I am happy for the following information to be used <u>but only without</u> photographs or videos of my child:</p> <ul style="list-style-type: none"> <li>• Name</li> <li>• Year Group</li> </ul>		
<p>I am happy for the information selected above to be used:</p> <ul style="list-style-type: none"> <li>• On internal screens which may also be viewed by visitors to the school site and/or on internal notice boards</li> <li>• On St Cuthbert &amp; The First Martyrs' Catholic Primary School website</li> <li>• On the St Cuthbert &amp; The First Martyrs' Catholic Primary School social media sites</li> <li>• In local news media – newspapers, websites and television</li> <li>• In national news media – newspapers, websites and television</li> </ul>		

## Promoting St Cuthbert & The First Martyrs' Catholic Primary School

We want to be able to promote St Cuthbert & The First Martyrs' Catholic Primary School to attract new pupils, and to show the quality of St Cuthbert & The First Martyrs' Catholic Primary School. As part of this we want to be able to use photographs and videos of our pupils in promotional material. This will include our prospectus, website and social media e.g. Twitter

	Yes	No
I am happy for the information selected below to be used for the purpose of promoting the St Cuthbert & The First Martyrs' Catholic Primary School: <ul style="list-style-type: none"> <li>• Photographs of my child</li> <li>• Videos of my child</li> </ul>		
The following information may be used with the above: <ul style="list-style-type: none"> <li>• Name</li> <li>• Year Group</li> </ul>		
I am happy for the following information to be used <u>but only without</u> photographs or videos of my child: <ul style="list-style-type: none"> <li>• Name</li> <li>• Year Group</li> </ul>		
I am happy for the information selected above to be used: <ul style="list-style-type: none"> <li>• On the St Cuthbert &amp; The First Martyrs' Catholic Primary School website</li> <li>• In the St Cuthbert &amp; The First Martyrs' Catholic Primary School prospectus</li> </ul>		

You may change your mind in relation to any of the consents that you have provided at any time. This includes withdrawing your consent to anything that you have agreed to here.

To withdraw your consent to any of the above, or otherwise amend your position, please write to us at:

**Daniel Copley** [daniel.copley@stcuthberts.bradford.sch.uk](mailto:daniel.copley@stcuthberts.bradford.sch.uk)

This consent will otherwise continue until your child leaves the School or your child reaches the age of 12 years old at which point the School will seek consent directly from your child in relation to the above matters.

**Once completed, please could you sign below and return to school as soon as possible. Thank you.**

**Signed:** ..... **Name:** .....

**Relationship to Pupil** ..... **Date:** .....