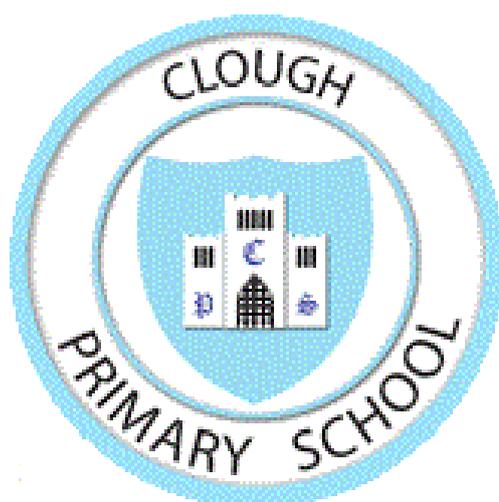


Clough Primary School

Photograph Policy

September 2018



SIGNED:

REVIEW DATE: DECEMBER 2020

USE OF PHOTOGRAPHS

At various times throughout the academic year photographs of your child may be taken. Here is some information you need to know about how we use photographs in Clough Primary School.

What types of photographs are taken in school and how are they used?

Photographs or images are sometimes taken in digital and video formats.

Photographs are sometimes used: -

- To record special events such as our, Christmas Service, Spring Concert or participation in sporting competitions etc.
- To record special visitors or guests
- To capture important or fun learning experiences such as outside visits, trips, practical experiments, art work etc.
- To display work in the classroom or corridors
- To publicise pupil and school achievements including those photographs published in the media such as the Ballymena Guardian
- To enhance and support a pupil's work in literacy or numeracy
- To stimulate talking and listening activities
- To give information about school on the EA or other appropriate web-site
- On our school website

These are some examples of how we use photographs. We will develop future opportunities to promote and encourage a stimulating learning environment for all our children.

Who takes the photographs?

No adult will take photographs of your child in school without the prior consent or knowledge of the Principal. Usually, photographs will be taken by teachers, classroom assistants, approved specialist school photographers and on occasions the local press. Photographs or video is usually taken to record a particular method of work, promote discussion or as a record of achievement for example. The Education and Training Inspectorate highly recommend, indeed expect, the use of photographs to promote learning in all aspects of school life.

How long are they kept and what happens to them?

Photographs taken will be used as appropriate in some of the ways previously advised. At the end of the school year they will either be returned to you or destroyed internally.

Can Parents and Guardians take photographs at events in school?

We want you to have a record of your child's life in school. This is immensely important to you and to us. However, we ask you to be very careful and exercise wisdom.

- If you photograph your own child only and use the picture in an album or web site for home purposes, that's fine.
- If you photograph other children directly or intentionally, technically, you should have the consent of everyone in the picture (as this involves children, that would mean parental consent) to do so. Problems could arise if such consent was not obtained and the photographs were published publicly or put on certain social media web sites (Facebook etc.) for example. In such instances, if challenged, the photographer could be held personally accountable.

As with comments and conversations posted on social media, the 'publisher' can be held legally accountable in a court of law.

If any parents/carers indicate that they do not wish their child to be photographed by another parent we will have no choice but to insist that photography or video at whole school events such as; Christmas Nativity, Spring Concert and Sports' Day is not permitted.

Disclaimer

This information is in no way intended to be, nor should it be interpreted as, definitive legal advice. It is intended, however, to make you aware of some instances where the issue of consent and publication could be challenged.