**Windmill Integrated Primary School**

**CONSENT FORM FOR PHOTOGRAPHS AND FOOTAGE ON THE INTERNET**

30 Old Eglish Rd Dungannon

Principal: [Mrs Sandra Ferguson]Telepho12913

Website: [www.windmillips.com]

**Consent Form** for .............................................................. Date of Birth ...............................

Photographs and recordings of pupils for School, family and press are a source of pride to both the pupils and their families//legal guardians. Taking, keeping and publishing photographs and video footage involves processing personal data under data protection laws.

To enable us to comply with our obligations under the General Data Protection Regulation, we are required to obtain express consent to the use of a pupil’s image for example in school displays, performances, newsletters, prospectus and our school website.

 Yes No

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| --- | --- | --- |
| I give permission for photographs, voice recordings or videos of my child to be taken and used within school, for example: displays in school. |  |  |
| I give permission for photographs of my child to be used in printed school newsletter. |  |  |
| I give permission for photographs, voice recordings, videos and my child’s work to be used on the School's website. |  |  |
| I give permission for my child’s image, voice or work to be used in school promotional materials, for example: prospectus, other publications that we produce for promotional purposes.  |  |  |
| EXTERNAL AGENCIES I give permission for visiting media organizations and educational e.g. Sentinus to take photographs or video footage of my child and use them in local or national publications, on websites and on radio or television programmes.  |  |  |
| My child may feature in footage recorded for the purposes of teacher training which is shared with other teachers in the school or externally to help raise teaching standards. |  |  |

* Please be aware that websites and social media can be viewed throughout the world and not just in the United Kingdom where UK law applies. Our current website account is [www.windmillips.com]
* We may continue to use your child's image or footage after they have left the School in promotional materials or on our website account.
* We will not include personal e-mail or postal addresses, telephone or fax numbers on video, on our website or in any printed materials.
* We may include a pupil’s written work, projects and artwork including portraits of other pupils on our website and in promotional materials.
* We will retain your child’s information for a period of time deemed appropriate by the school and in relation to historical data records.

**Consent can be withdrawn at any time by notifying the Principal and a new consent form MUST be completed for your child.**

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Signed by parent/legal guardian ......................................................

Print name .........................................................

Relationship to child .................................... Date ..................................................................

If you do not want the school to keep your child’s data after they have left the school, you can notify the school to request this

**APPENDIX 3: SAMPLE CONSENT REGISTER**

*NOTE: This is just a sample register, based on the recommendations of Working Party 29. Schools may wish to amend this to suit their needs. It may be worth linking this consent register with other areas such as records of processing or data subject requests so that all information is together and can be easily referred to.*

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **NAME OF PUPIL/INDIVIDUAL** | **REASON FOR CONSENT REQUEST** | **CONSENT GIVEN? Y/N** | **DATE OF CONSENT (EITHER ORAL OR WRITTEN)** | **VERSION OF CONSENT REQUEST AND POLICY EXISTING AT TIME OF CONSENT** | **DOCUMENT/FORM BY WHICH PUPIL/INDIVIDUAL SUBMITTED HIS OR HER DATA** | **CONSENT REFRESHED ANNUALLY? Y/N** | **REQUEST MADE TO WITHDRAW CONSENT? Y/N** |
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