



St Nicholas Catholic High School
 A Business and Enterprise College
 Greenbank Lane Hartford Northwich Cheshire CW8 1JW
 Tel (01606) 706000 Fax (01606) 784586

Dear Parent / Guardian

Re: Using Images of Children

Occasionally we may take photographs of children whilst taking part in activities at school or on school trips and visits. We may use these images in our school’s prospectus or in other printed publications that we produce, as well as on our website. We may also make video or web cam recordings for school-to-school conferences or other educational use.

From time to time our school may be visited by the media who will take photographs or film footage of high profile events. Pupils may appear in these images, which may appear in local or national newspapers, or on televised news programmes.

To comply with the Data Protection Act 1998 we need your permission before we can photograph or make any other recording of your child. Please read the statements below and tick the relevant boxes to indicate your consent, sign and return to school. If you **do not** agree to the use of video or photo for the stated purpose then leave blank.

Yours sincerely,
 Mr K. Kelly

	Please tick
I agree that photographs or videos of my child can be used within school i.e. <ul style="list-style-type: none"> • On display boards, • On the plasma screen, • In lessons, • In portfolio work, • In video conferencing. 	<input type="checkbox"/>
I agree that photographs or videos of my child can be used in school yearbooks (either electronic or paper format) , which is only available to members of the school family.	<input type="checkbox"/>
I agree that photographs of my child can be used in the school prospectus , which is available to anyone upon request.	<input type="checkbox"/>
I agree that photographs or videos of my child may be used on the school website and will be freely available to view on the World Wide Web.	<input type="checkbox"/>
I agree that photographs of my child can be taken by the media and published in newspapers when celebrating the success of my child or promoting the school.	<input type="checkbox"/>
I agree that photographs of my child can be taken by the official school photographer for a year / class photo, which can be purchased by parents. An image can also be attached to my child’s school record.	<input type="checkbox"/>

I understand that I can withdraw my consent at any time in the future by notifying the school in writing.

Student’s name:		Form:	
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Signed Parent / Guardian: _____ Date: _____

Conditions of use:

1. The permissions granted on this form are valid for the duration that your child attends St Nicholas Catholic High School.
2. We may use pictures of pupils or staff that have been drawn by the pupils.
3. We may use media containing images of groups or classes with general labels such as “a science lesson” or “making Christmas decorations”.
4. We will only use images of pupils who are suitably dressed to reduce the risk of such images being used inappropriately.