



Principal: Mr R. J. King, MEd

Dear Parent / Carer

September 2024

During your child's life at St Bede's Catholic College, we may like to take photographs of activities that involve your child. The photographs may be used for displays, publications, our website and other networking sites for educational purposes.

Photography or filming will only take place with the permission of the Principal, and under appropriate supervision. When filming or photography is carried out children will only be named if there is a particular reason to do so (e.g. if they have won a prize) and no other personal data would be given out.

From time to time St Bede's Catholic College may be visited by the media who will take photographs or film footage of a newsworthy event in the College. Unless your child is part of a large group, it is likely that the media will require your child's name before the picture is printed. If you give your consent to this, you should be aware that these images may appear in local or national newspapers and the world-wide web.

If you attend school functions, we strongly advise against the use of personal photography to avoid any potential conflict of interest where consent has not been given for a child's image to be taken.

You can ask to see images of your child held by the College.

Conditions of Use

1. This form is valid for the period of time your child attends the College, the consent will automatically expire after this time. Images may be retained by the College beyond this time only for the purpose of a historical record or for specific college activities.
2. Students will be made aware of why their pictures are being taken and how they will be used.
3. If an image of a student is used, the student's name may also be published. If you do not wish to consent to this please put this in writing and send to Mrs V. Johnson at johnsonv@stbcc.org
4. We will not include personal data other than name on our website, in our newsletter, in our college prospectus, in other printed publications or other platforms.
5. We may include pictures of students and teachers that have been drawn by the students.
6. We may use group or class photographs or footage with very general labels such as a 'Science class' or a 'Netball match' or a 'Theatre trip'.
7. We will only use images of students who are suitably dressed, to reduce the risk of such images being used inappropriately.
8. If it is found that a camera or electronic device has been misused, the College will follow the procedures laid down in the Behaviour Policy.

Please note:

- The press are exempt from the General Data Protection Regulation and may want to include the names and personal details of children and adults in the media.
- There may be circumstances, falling outside the normal day to day activities of The College, in which pictures of children are requested. The College recognises that in such circumstances, specific consent from the parent/guardian will be required before photography or filming of students can be permitted. If you have any concerns or queries regarding this then please contact Mrs V. Johnson.

Yours sincerely,

Mr R King
Principal



Consent

To comply with the General Data Protection Regulation (GDPR), we would like to obtain your permission before we take any images of your child. This permission will last for the whole of your child's education at St Bede's Catholic College.

You have the right to withdraw or change your consent at any time, and should advise us in writing if you wish to do so.