



Pocklington Community Junior School

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www.pocklingtonjuniors.co.uk

Use of School Photographs

We regularly take photographs of the children during school. We like to 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 recordings for training and development purposes. **Children's full names are never used alongside photographs.**

The school also uses social media as a communication channel including Facebook and Twitter and from time to time, our school may be visited by the media who will take photographs or film footage. Pupils will often be part of these images, which may appear in local or national newspapers, or on televised news programmes.

To comply with the Data Protection Act 2018, we need permission before we can photograph or make any recordings of your child. Please take note of the way in which your child's image may be used:

- Your child's photograph may be used in the school prospectus and other printed publications that we produce for promotional purposes.
- Your child's image may be used on our website.
- Your child's image may be recorded on video.
- Your child's image may appear on our social media channels including Facebook and Twitter.
- Your child's image may appear in the media.
- Your child's image may be taken by 3rd party organisers of school sporting and curriculum events.

Please note that websites can be viewed throughout the world and not just in the United Kingdom where UK law applies.

Please note that the conditions for use of these photographs are on the back of this form.

PLEASE COMPLETE OUR DATA CONSENT FORM TO LET US KNOW THE PHOTO PERMISSIONS FOR YOUR CHILD.

Conditions of use

After your child leaves this school our wall displays, printed material, website and social media history may still include your child's photograph. Please note, any photographs already publicised will remain in the public domain and may continue to be used in publications.

We will not use the personal details or full names (which means first name and surname together) of any child or adult in a photographic image on video, on our website, on social media, in our school prospectus or in any of our other printed publications.

We will not include personal e-mail, postal addresses or telephone numbers on our website, in our school prospectus or in other printed publications.

If we use photographs of individual pupils, we will only use the first name and initial of the surname of that child in the accompanying text or photo caption.

We will not use any names with accompanying photographs in our social media feeds, but refer to the children by Year group or we may use group or class photographs or footage with very general labels, such as 'an enquiry lesson or 'sporting event'.

We will only use images of pupils who are suitably dressed, to reduce the risk of images being used inappropriately.

Please see below for the specific measures we have put in place to help safeguard our children and the school. Please visit the website for more detailed information.

Facebook Specifics

- Viewers will not be able to upload photos or videos to our page.
- Viewers will not be allowed to direct message us through the Facebook page.
- Viewers will not be able tag (name) people on the photos.
- The age restriction is set to 18+.
- The area is set to UK only.
- The profanity filter is set to strong.
- Inappropriate comments will be removed.

Twitter Specifics

- Our tweets will be protected – this means that we will approve requests to follow us. If your Twitter name is not obvious you can email us at schoolreplies@pocklingtonjuniors.co.uk to confirm your Twitter name
- Tagging of photographs is turned off.