

Pupil's Name		DOB		Class	
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PHOTOGRAPHY/VIDEO/COPYRIGHT APPROVAL FOR SCHOOL PUPILS

The Data Protection Act has implications for schools as well as other areas of society. In addition there are Child Protection guidelines, which affect school practice. Some schools capture images using a camera, either still or video, within the classroom, on educational outings or at school events. Group and individual photos give a flavour of school life and enhance the publications concerned. Children are also pleased to see their pictures used in this way.

Photographs and videos of pupils may be used in a number of ways.

I give permission for photographs and videos of me/my child taken at this school to be used as stated below. Please tick (✓) the appropriate box for each category	Yes	No
School handbooks, School/Council newsletters, Council publications, Council exhibitions, School/Council websites*, School/Council social media sites* (eg Facebook, Twitter etc), plasma screens* and Council exhibition material		
Kept indefinitely for use by the Council's Museum, Library or Archives as part of their collections		
Press coverage of events linked to the school or to the Council		

**Children are never fully identified on websites, social media or on plasma screen displays. You should be aware that websites and social media are viewed by a world-wide audience and the Council cannot prevent pictures being copied and used by others.*

If you are unhappy about your child's image being captured for the purposes outlined above, there will be times when he/she is asked to come out of a group or class picture, in order that the image can be taken.

COPYRIGHT APPROVAL

Children's work is often displayed in the classroom and school corridors in order to promote their individual and collective work. In addition, this type of material is often displayed in other Council buildings as part of exhibitions.

I give permission for any of my/my child's creative work to be exhibited by the School or Local Authority as stated above. Please tick (✓) the appropriate box	Yes	No

AUTHORISATION

Applicant (if 12 or over) / Parent Guardian (if applicant is under 12). Please delete as appropriate.

Signature _____ Date _____

Print Name _____

Withdrawing permission

Please note that your photography/video/copyright approval can be withdrawn by contacting the school in writing. We will also contact you on a regular basis to remind you of your right to do this.

What we will do with this information

The information provided by you, and any pupil images/creative work produced as a result of your permission, will only be used for the purposes described above. Following use, images/creative work may be retained by the school as a historical representation of the life of the school, eg particular curriculum work/events/projects.

Through the terms of the Data Protection Act 1998 and on payment of a fee, you are entitled to know what personal information Perth & Kinross Council hold about you or your child. Applications should be made to the Executive Director of Education & Children's Services, Pullar House, Kinnoull Street, PERTH, PH1 5GD.

Please return this form to your child's school.

Perth & Kinross Council
Children's Services