

Statement of intent

At the Community Inclusive Trust, we use images and videos for a variety of purposes, including prospectuses, display boards, educational purposes, marketing, conferences and the Trust and school websites. We understand that parents may also wish to take videos or photos of their children participating in school events for personal use.

Whilst we recognise the benefits of photography and videos to our school communities, we

Community Inclusive Trust **Photography Policy**

Schools within the Trust will recognise that consent must be a positive indication. It cannot be inferred from silence, inactivity or pre-ticked boxes. Consent will only be accepted where it is

12. Sharing of images

All images taken by members of staff or volunteers at schools or during school activities remain the property of the Trust and are not for private use.

No digital image will be uploaded onto any internet/intranet system without prior consent being obtained, members of staff and volunteers will not upload school images on personal pages of social networking sites or other websites.

Images will not be emailed or shared via private email accounts unless a parent has asked for a photo of their child to be sent to them.

13. Use of a professional photographer

If schools decide to use a professional photographer for official school photos and school events, the Headteacher will:

- Provide a clear brief for the photographer about what is considered appropriate, in terms of both content and behaviour.

- Issue the photographer with an identification badge or card, which must be worn at all times.

- Let pupils and parents know that a photographer will be in attendance at an event and ensure they have previously provided consent to both the taking and publication of videos and/or photos.

- Not allow unsupervised access to pupils or one-to-one photo sessions at events.

- Ensure that the photographer understands that the photos are for school purposes only and for their own purposes and that permission has not been given to use the photos for any other purpose.

- Ensure that the photographer will comply with the requirements set out in the UK GDPR and the DPA 2018.

- Ensure that if another individual, such as a parent or governor, is nominated to be the photographer, they are clear that the images and/or videos are not used for anything other than the purpose indicated by the school.

14. Monitoring and review

This policy will be reviewed on an annual basis by the DPO. The next scheduled review date for this policy is November 2024.

Any changes to this policy will be communicated to all staff, parents and, where appropriate, pupils.