



Dear Parents or Carers

RE: CONSENT FORM FOR PHOTOGRAPHY AND IMAGES OF CHILDREN

During your child's life at Woodham Academy we may wish to take photographs of activities that involve your child. The photographs may be used for displays, publications and on our web-site, by the Local Education Authority or by local newspapers.

Photography or filming will only take place with the permission of the Head teacher, and under appropriate supervision. When filming or photography is carried out by the news media, children will only be named if there is a particular reason to do so (e.g. they have won a prize), and home addresses will never be given out. Images that might cause embarrassment or distress will not be used nor will images be associated with material on issues that are sensitive.

Before publishing any photographs of your child, we need your permission. Please answer the questions on the attached form and return it to your child's tutor. You can ask to see images of your child held by the school. You may withdraw your consent at any time.

If you wish to attend establishment functions and take photographs of your and other people's children, please take appropriate images, be sensitive to other people and try not to interrupt or disrupt concerts, performances and events.

Yours faithfully

Mrs C Forsyth
Headteacher

Registered Office Address: Woodham Academy, Washington Crescent, Newton Aycliffe, County Durham, DL5 4AX
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Name of child (Block Capitals):		
Tutor group:		
Name of person responsible for the child:		
<p>I understand that:</p> <ul style="list-style-type: none"> <input type="checkbox"/> The local media may take images of activities that show Woodham Academy and our students in a positive light e.g. drama and musical performances, sports and prize giving, special events and visits; <input type="checkbox"/> Photographers acting on behalf of Woodham Academy may take images for use in displays, in publications or on our website; <input type="checkbox"/> Embarrassing or distressing images will not be used; <input type="checkbox"/> The images will not be associated with distressing or sensitive issues; <input type="checkbox"/> Woodham Academy will regularly review and delete unwanted material; <input type="checkbox"/> The images may be used in the original context after students leave Woodham Academy. 		
<p>Having read the above statement, do you give your consent for photographs and other images to be taken and used? (please tick the appropriate box)</p>	<input type="checkbox"/>	YES , I give my consent for pictures to be taken and used
	<input type="checkbox"/>	NO , I do not give my permission for pictures to be taken and used
Signature of person responsible for the child:		
Relationship to the child:		
Date (Date/Month/Year):		

Please return the form to your child's tutor ASAP.

A copy of our photograph policy is available on request.

NB There may be other circumstances, falling outside the normal day to day activities of the school, in which pictures of children are requested. Woodham Academy recognises that in such circumstances specific consent from parent or guardian will be required before photography or filming of children can be permitted.