



## Photograph Images of Children Policy

### Introduction

At St Hilary's School, we see education as a partnership between the family and the school. Our school is dedicated to preparing our children for their adult life beyond formal education and ensuring that it promotes and reinforces British Values to all our children. We actively promote democracy, the rule of the law, individual liberty and respect those with different faiths and beliefs. These are fundamental British Values which underpin all that we offer, as does our School Motto 'Not for oneself but for all.'

### Purpose and Scope

As part of ensuring the welfare and safety of pupils at St Hilary's, we inform all parents of the possible dangers of the use of photograph images.

We seek to comply with the Data Protection Act of 2018.

This policy should be read in conjunction with, 'Online Safety and ICT Usage including Photograph and Mobile Phone' and 'Remote Working Mobile Device Policy.'

### Responsibilities of St Hilary's

St Hilary's follows the Department for Education and Skills (DfES) advice:

*"If the pupil is named avoid using the photograph. If the photograph is used, avoid naming the pupil."*

We will **not** use children's full names alongside their photographs in the school's own printed publications e.g. Friday Notes, or on our website. However, a pupil's first name may be used, and their full names may be given in-group situations where names cannot be linked to individuals in the photograph.

With regard to the Press, the school **will** allow local newspapers to take photographs of children, when appropriate, provided that parental consent has been given. Some newspapers insist that children's names must be published with their photographs. If not, they may decline to cover school events. In these instances, we will normally give the children's **first** name (but not addresses) to newspapers.

(Please note that the school will seek an undertaking that a child's name will not be used if their picture is put on the newspaper's own website.)

An up-to-date list of children whose parents would **not** like their photograph to be used publicly is kept by the School Office, Head's PA and Marketing Manager. This is referred to whenever adding photographs to Friday Notes, the website or press articles.

### Parental Responsibility

To comply with the Data Protection Act 2018, we seek parental permission to photograph or make any recordings of any child. If the parent objects, the school will facilitate this.

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**Reviewed:** June 2019, July 2020, June 2021, June 2022, July 2023, June 2024

**Next review date:** June 2025

**Person responsible:** Mrs Gemma Mitchell (Deputy Headteacher), Mr Mark Strickland (ICT Manager)