

Policy for Photographs at school events

At Trefonen RESPECT is our core value. Mutual respect and good behaviour is the expectation of all adults and children at all times.

1. Generally photographs and videos for school and family use are a source of innocent pleasure and pride which can enhance self-esteem for children and young people and their families. By following some simple guidelines we can proceed safely and with regard to the law:
 - Remember that parents and carers attend school events at the invitation of the head and governors;
 - The head and governors have the responsibility to decide if photography and videoing of school events/performances is permitted;
 - The head and governors have the responsibility to decide the conditions that will apply in order that children are kept safe and that the performance is not disrupted and children and staff not distracted.
2. Parents and carers may video or take photographs during Trefonen school events (sports events, school productions, sports days etc) as long as they comply with the requirements of this policy.
3. Parents and carers must follow guidance from staff as to when photography and videoing is permitted and where to stand in order to minimise disruption to the activity;
4. Parents/carers are not required to comply with the Data Protection Act 1998 when taking photographs for their own private use of their children at an organised school event. Parents/carers are not permitted, however, to take photographs or to make a video recording for anything other than their own personal use.
5. **Parents/carers must obtain written consent prior to photographing a child other than his/her own. This is to comply with the requirements of the data protection act and to ensure that no vulnerable child or adult is ever put at risk.**
6. The school maintains a register of pupils who are not permitted to be photographed. This is confidential information and may not be shared with parents/carers.
7. Photographs or videos must not be put on the web/internet, including any social networking sites
8. Live streaming from anywhere on the school grounds is not permitted.
9. School staff are vigilant to ensure that people with no connection with the school do not have any opportunity to film covertly. School staff are prepared to quiz anyone they do not recognise who is using a camera or video recorder at events and productions. If you are accompanied or represented by people that school staff do not recognise they may need to check out who they are if they are using a camera or video recorder.
10. Parents and carers must not photograph or video children changing for performances or events Those parents and carers known to the school and helping with the event such as assisting with children dressing or changing may not use a mobile telephone, camera or other recording device whilst assisting with this.

Should the school ever find itself in a position where we are unable to ascertain the identity of all those who attend events or adequately control the spontaneous behaviour of parents /carers, we will consider imposing a blanket ban. We would like to thank-you in advance for your support in making sure that such a change does not become necessary.