

**Plymouth
School of
Creative Arts**

**make
discover
perform**

MEDIA CONSENT FORM

(Inclusive of images, moving image and sound)

For communication, PR purposes and record keeping

I hereby consent to my child's image and/or voice being recorded, either photographically, in moving image or as audio, for the purpose of providing promotional material that may appear on the School / College Website, in the School / College prospectus, literature, local and national press and any other promotional material relating to Plymouth School of Creative Arts and Plymouth College of Art and its subsidiaries.

I understand that some images or recordings may be selected for permanent preservation in our School and College archive as a record of school life and may be used for research, publication (including the internet), education, lectures, broadcasting, public performance, displays and exhibitions.

I understand that I can withdraw this consent at any time by writing to Plymouth School of Creative Arts.

Child's Name:

Parent's/Guardian's Signature:

Print Name:

Date:

USE OF MEDIA OF STUDENTS AT SCHOOL

Our School recognises the importance of celebrating achievement and enabling our students to recognise and share their success. Sharing our learning with others is a key part of our overall learning process, and pictures and film can be powerful ways of developing learning and communicating with others. There are a number of circumstances in which photographs and recordings of our students may be taken in and around school. These include:

1. Taking photographs or filming students by staff or others working in our School for strictly educational purposes or to help develop the School (e.g. taking photographs for use in the School's prospectus or for use on the School website)
2. Occasions when the media visit our School to record particular events, and may wish to publish photographs of our students in newspapers or use recordings of our students on television or radio when reporting these events
3. Events at our School like sports day and performances; we recognise that parents/guardians would often like to record their child's involvement in these events.

CONDITIONS OF CONSENT

1. & 2. Following changes in the law (and in order to comply with the Data Protection Act 1998), our School needs your consent in the future before allowing the taking of photographs or making video recordings of your child for purposes which are not part of its core activities.

- The information which you provide in this Consent Form is valid from the time when our School receives this form. Permission for the use of any captured media will continue after the student has left the school unless you advise us otherwise. If your circumstances change or you change your mind about any issues addressed in this form please let our School know immediately.
- Our School will only use images of the students who are appropriately dressed.
- We will only use/give the minimum amount of personal information about our students for use in any publicity material, such as first name, school name and year group.
- If our students are recorded by the media please note that the media's use of images of children is governed separately by the Data Protection Act, other legislation and industry codes of practice.

3. Note for parents and guardians:

In order that we can all be confident we're doing all that we can to ensure our students safety, we would ask that you consider and abide by the following:

- Recording/photography equipment should be used sympathetically within the area of the event taking place. If beforehand we receive any objections to images being taken, as a School we reserve the right to request that none are taken or recorded. Close up photos should only be taken of your own child wherever possible.
- Any photos/recordings must be for personal use only and should not be sold, published or displayed on the Internet in line with Data Protection guidelines.