



GUIDANCE FOR PARENTS/CARERS ON USING CAMERAS, VIDEOS OR MOBILE PHONES TO TAKE PICTURES AT A SCHOOL EVENT.

This document provides simple guidance for the safe and appropriate use of videos, cameras and mobile phones in school:

- ❖ It is at the discretion of the Headteacher and Governors as to whether photography and/or videoing of school performances and events is permitted.
- ❖ The Headteacher and Governors decide the conditions that will apply to the use of cameras and videos so that children are kept safe. This may include where to stand in order to minimise disruption to others.
- ❖ Parents/ carers may use photographs and videos taken at a school event for their own personal use ONLY. Such photographs and videos cannot be sold and must NOT be put on the web/ internet. To do so will break Data Protection Legislation, which can carry a maximum personal fine of £500,000.
- ❖ Recording or photography other than for your own private use would require the consent of ALL other parents whose children may be included in the images, prior to those images being taken.
- ❖ Parents/ carers must follow guidance from staff as to when photography and videoing is permitted.
- ❖ Parents/ carers must NOT photograph or video children changing for performances or events.
- ❖ If you are accompanied or represented by people that the staff do not recognise then that person may be asked for identification, particularly if they are using a camera or video.