



# **Photography Policy**

## **DATA PROTECTION**

During the year, we may have events where we may take photographs and video footage of children and activities that may include your children. Photographs and video images of students and staff are classed as personal data under the terms of the Data Protection Act 1998.

## **CONDITIONS OF USE:**

1. Images including your child/ren may appear within classwork including work with computers, in prints such as Yearbooks or Newsletters and in other online materials for educational purposes.
2. Occasionally student names may be used in news stories or articles highlighting activities at the school if there is a particular reason to do so (i.e. they have won a prize), however we will never give or use any personal contact details. In the event that an activity attracts additional media attention, or more details are required to highlight the student and their activity, additional permissions will always be sought from the parents of the child involved in advance.
3. Images may be used for promotional materials including our external website, social media, school promotional videos and school brochures. We will not use images of identifiable individuals for school publicity purposes without additional consent of a parent or guardian. If an image is selected for use in one of our school advertisements, additional written permission will be obtained in advance of publication.
4. If you have any objections to your child/ren's image being used at any time in the future, please notify the school in writing.

## **MEDIA & PARENT PHOTOGRAPHY**

Photographs or film footage by parents or guardians of their children at school is permitted under an exemption in the Data Protection Act 1998. There is also a journalistic exemption with regard to the media and occasionally pupil's images may appear in local or national newspapers, or on televised programmes.

## **WEB & SOCIAL MEDIA**

Al-Lawh recognises that there is no control over who may access our published images online. We will therefore give specific consideration to the suitability of images for use in our online materials. Please note that websites can be viewed throughout the world and not just in the United Kingdom where UK law applies.