



# Churchill Park School

Winston Churchill Drive, King's Lynn, PE30 4RP

Dear Parents/Guardians,

## **Consent to take and use photographs, videos or other images of a child**

During the school year there will be opportunities to publicise activities that your child may be involved in. This may involve filming or photographing children for use in the local media, school displays and brochure.

We might use certain photographs to publicise our school, which we may use in leaflets, displays and on our website. Occasionally we are asked for images to illustrate Local Education Authority or County Council publications or reports.

Photographing and filming will only take place with the permission of the Head Teacher and under supervision of a member of staff. Children will only be named in the news media and not in the school brochure. Images will be held by the school for a maximum of two years and then destroyed. Images that we do take can be viewed on request. Images will not be used for anything that might cause distress or embarrassment to parent or child.

We also use images including short video clips to evidence and assess your child's progress. This information is stored securely via our Classroom Monitor assessment system and 2Build A Profile system, and will not be used for any other purpose without your specific prior permission.

In order for your child to have their photo taken and for the images to be used, we need your consent. We would therefore be extremely grateful if you could spend a few minutes filling in the form attached.

Yours sincerely

Mr P Donkersloot  
Head Teacher

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