

August 2012

Dear Parent / Guardian

GUIDELINES ON PHOTOGRAPHING AND VIDEOING (including digital photography) of CHILDREN AND YOUNG PEOPLE IN EDUCATIONAL ESTABLISHMENTS

In line with the recommendations contained in the City of Edinburgh Council's Guidelines we are seeking to update our records in connection with the photographing and / or video recording of our pupils.

Photographing or video recording of pupils only takes place in connection with learning and teaching or in connection with wider school activities that they may be participating in.

If it should be the case that your wish is to note your objection to your son / daughter being photographed then please complete the form overleaf and return it to the school as soon as possible thereafter.

Yours sincerely

A handwritten signature in black ink, appearing to be 'John Wilson', written in a cursive style.

Mr John Wilson
Headteacher

Parental Objection to the Videoing and Photographing (including Digital Photographing) of Children and Young People in Educational Establishments.

1. DETAILS OF PUPIL

NAME: _____ Date of Birth: _____

2. DETAILS OF PARENT(S) / GUARDIAN(S)

NAME: _____ NAME: _____

ADDRESS: _____ ADDRESS: _____

Contact Tel No: _____ Contact Tel No: _____

I have ticked the following box(es) because I wish to object to any photographing or videoing of the above named pupil in terms of the categories as described.

Photographing or Videoing:

by the media and/or external organisations

of activities such as concerts, dramatic performances and similar events

for the purposes of staff development and training for use outwith the school

for research purposes

Signed: _____ Date: _____

NOTE: If you do not tick any of the above boxes it will be assumed that you, as the parent/guardian of the pupil, agree to such videoing/photographing of the pupil as may take place.