

# PHOTOGRAPH/ VIDEO CONSENT FORM (STAFF)



Date: 29/04/2019

Dear Colleague,

At Sir Thomas Boteler Church of England High School, we sometimes take photographs and videos of staff and pupils. We use these photos in the school's prospectus, on the school's website and on display boards around school and in publications such as the Year 11 Leavers Book. We also sometimes use these photos for articles in the local news media.

We would like your consent for photos and videos of you to be used in the ways described above. If you're not happy for us to do this, that's no problem – we will accommodate your preferences.

Please tick the relevant box below and return this form to Jenny Muckley ([jmuckley@boteler.org.uk](mailto:jmuckley@boteler.org.uk))

I am happy for videos and photos to be taken of me and used for internal and external purposes (school noticeboards, school website, school prospectus, Leavers books social media, news media- (newspapers/ TV)

☐

OR

I am **NOT** happy for the school to take or use photos or videos of me.

☐

If you change your mind at any time, you can let us know by emailing Jenny Muckley at [jmuckley@boteler.org.uk](mailto:jmuckley@boteler.org.uk)

If you have any other questions, please get in touch.

## Why are we asking for your consent?

You may be aware that there are new data protection rules. To ensure we are meeting the new requirements, we need to seek your consent to take and use videos and photos of you. We really value using these videos and photos to be able to showcase what pupils do in school and show what life at our school is like to others, so we would appreciate you taking the time to give consent.

Staff Name (Print) : \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_