

## Copyright Release and Images Permission Form

### Copyright Release for Student's Work

Wood Green School may produce web pages, ICT presentations, educational or interest articles for magazines or similar including materials created by students. No child's work will ever be used without their permission but we also need permission from the parents to be able to publish the student's work. Please rest assured the child's safety will always be of paramount importance and no personal information will be made public.

### Acceptable Use of Images of Children

To comply with the Data Protection Act 1998, we need your permission before we can photograph or make any video recordings of your child for promotional purposes. For example, in the school prospectus and other printed publications that we produce for promotional purposes; project display boards around the school; on our website.

#### Conditions of use

1. This form is valid for the period your child attends this school. The consent will automatically expire one year after this time.
2. We will not use the personal details or full names (which means first name and surname) of any child or adult in a photographic image on video, on our website, in our school prospectus or in any of our other printed publications without good reason. For example, we may include the full name of a student in a newsletter to parents if the student has won an award.
3. If we name a student in the text, we will not use a photograph of that child to accompany the article without good reason.
4. We will not include personal email or postal addresses, or telephone numbers on video, on our website, in our school prospectus or in other printed publications.
5. We may include pictures of students and teachers that have been drawn by the students.
6. We may use group or class photographs or footage with very general labels, such as "a science lesson" or "making Christmas decorations".
7. We will only use images of students who are suitably dressed, to reduce the risk of such images being used inappropriately.

### Copyright Release and Images Permission

I consent/do not consent for the school to publish my child's work on the internet subject to strict confidentiality of personal information. I give/do not give consent for the publication of images in which my child appears subject to the conditions set out in this form.

Parent/ Carer Signature \_\_\_\_\_ Date \_\_\_\_\_

Name of Student \_\_\_\_\_ Form \_\_\_\_\_

A copy of the *WGS E-Safety and Data Security and Privacy Notice* can be found on the school web site:

<http://wgswitney.org.uk/policies>