



Parental Photography of Pupils and Use of Images Policy

1. Parental Photography of Pupils:

It is recognised that parents may wish to make a personal family record of their child's activities at school such as sporting events and official functions. This may include digital images, DVDs, videos, and photographic prints or slides. Repton School places the safeguarding of pupils' safety and welfare as its highest priority and as such it is important that Parents make such a record, subject to the following conditions:

- Parents are permitted to take photographs of their own children. Inclusion of other children should be incidental or restricted to team photographs; otherwise, photographs of other pupils should not be taken without the prior agreement of the child's/children's parents.
- All images are strictly for personal and family use only and must not be placed in the public domain. This includes publication on the internet: for example, on sites such as YouTube and on social networking sites such as Facebook unless in access-restricted areas. Any parent or pupil who is concerned about images that have been uploaded into a public domain should seek the cooperation of the person who uploaded the item, or make use of the website's facility to flag inappropriate content; if this fails to resolve the matter, the School should be informed.
- Photographs and recordings during services in Chapel are not permitted.
- Recording of concerts by parents is not allowed. However, the Music Department will record certain performances for archive purposes and a copy of these will be available to parents on request.
- The rights of individuals must be respected and child protection ensured at all times.
- Parents must be mindful of the need to use their cameras and recording devices with consideration and courtesy for others.
- Flash photography can disturb others in the audience or cause distress for those with medical conditions, and should therefore not be used.
- Commercial copyright issues may prevent the School from permitting the filming or recording of certain events such as plays and concerts. If that is the case, the audience will be informed that there must be no infringement of copyright.

- The School reserves the right to upload recordings and photographs into the public domain for promotional purposes.
- Parents are asked to refer to section 6.15 of the School's Terms and Conditions, which gives consent to the School to obtain and use photographs and/or images of pupils for promotional, press and educational purposes.

2. School Use of Images:

Pupil welfare and safeguarding is central to the School's use of images of pupils. As such:

- The Marketing Department maintains a list of pupil names where permission for a pupil to be included in School marketing – e.g. social media, prospectuses, the School Website, etc. – has been formally denied by parents/guardians. As such, Repton School takes all reasonable measures to ensure that images of these pupils are not taken/used.
- In line with the School's Safeguarding Children and Child Protection Policy, members of staff are not permitted to take photographs of pupils on their personal mobile device, other than for school related marketing and publicity matters and then, in such circumstances, staff must have read and signed the Staff Use of Personal Mobile Devices Form. In short, this confirms that:
- The member of staff will delete an image immediately after having used it for social media / marketing purposes
- The member of staff accepts that members of the school safeguarding team may, at random, ask to check the camera roll to ensure that images of pupils are no longer on their personal mobile device

3. School Policies linked with the Parental Photography of Pupils and Use of Images Policy:

- Safeguarding Children and Child Protection Policy
- Anti-Bullying Policy (Including Prevention of Cyberbullying)
- Acceptable Use Policy for Computers and Mobile Devices
- Repton School Terms and Conditions Policy
- The Staff Employment Handbook:
- Code of Conduct
- Guidance for Staff on the use of Social Media
- Use of Computers, The school network and the Internet
- Data Protection
- School Rules
- Social media, sending, storing or using inappropriate images

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