



Ashford CE Primary School

Policy on the use of photography and video equipment by parents/carers

Approved by FGB: 16.10.2017



Ashford CE Primary School Policy on the use of photography and video equipment by parents/carers

Ashford CE Primary School recognises that parents/carers who attend the school premises and events such as nativity plays or sports day like to capture special moments in photos or on video. Therefore, parents/carers are permitted to take photographs and/or make videos at our school events where they have been invited to attend by the school.

Parents/carers must adhere to the following policy at all times when using photographic/videoing equipment at Ashford CE Primary School school events.

- Photographs and video captured at school events or at other times by parents/carers are for personal use only.
- Photographs and video taken at school by parents that include anyone other than their own child should not be posted online through any social media network such as Facebook, YouTube or Instagram nor any other website. While we recognises the internet is an easy way to share treasured moments with family and friends we must ensure that we protect and safeguard all children and staff, many of whom do not want their photograph shared online. For others, doing so may compromise their safety. Parents/carers may not always know who these people are and Ashford CE Primary School requires everyone's support to protect the whole community.
- Parents/carers should not sell or distribute by any other means photographs or video taken at school.
- School staff have the right to challenge any person using photographic/video equipment at a school who they do not recognise or where they do not know the purpose of the action. Staff also have the right to ask the person to stop taking photographs/video if a reasonable explanation cannot be established and to ask them to leave if they do not comply with this request.
- Parents/carers should only take photographs/video in the designated areas as set out by the school as set out by the school at each event.
- Parents/carers should not take photographs in sensitive areas such as toilets or changing rooms at any time.
- When at a swimming event parents/carers should only take photographs of children from the shoulders up.
- Parents/carers should be mindful of the appropriateness of the photographs/videos they are taking at all times. While Ashford CE Primary school will ensure that pupils are appropriately dressed while in the designated areas at the school parents/carers should ensure that any photographs or footage taken is sensitive and appropriate.
- The school reserves the right to ask a parent/carer to leave if they are observed taking inappropriate photographs/video or if they are observed covertly using photographic/video equipment. Where this occurs Ashford CE Primary School will follow necessary safeguarding procedure.
- The School reserves the right to remove consent to take photographs/video at any time.
- Parents/carers are required to follow additional guidance in event programmes or announcements from school staff as to when photography and videoing are permitted.