

BUSHIN KENPO MARTIAL ARTS ACADEMY

PHOTOGRAPH POLICY AND PARENTAL PERMISSION FORM

Introduction

Bushin Kenpo Martial Arts Academy believes that the responsible use of children’s images can make a valuable contribution to the life and morale of the academy. The use of photographs in academy publicity materials can increase pupil motivation and help parents and the local community identify and celebrate the school’s achievements.

We only use images that the principal instructor and Governing Body consider suitable and which appropriately represent the range of activities the academy provides and the values it adheres to. No images will be used which could be considered to put any child at increased risk.

Through this policy we aim to respect children and parents’ rights of privacy and minimise the risks to which children can be exposed via misuse of images. The policy takes account of both data protection and child protection issues.

Website

We will adopt the same principles when publishing images on the Internet as we would for any other kind of publication or publicity material. However, the academy recognises that there is a greater risk of misuse of images via the Internet. We will therefore give specific consideration to the suitability of images for use on the academy or individual school’s websites. Images, and accompanying details, will only be used in line with Government guidance as outlined on the Department for Education and Skills Superhighway Safety (<http://safety.ngfl.gov.uk/schools>).

- Children who are subject to court orders or in social services care will not be included in published photographs
- Children will only be photographed in appropriate clothing (photos of swimming etc will not be used)
- Most images will show children in groups rather than individually

External Photographers and Events

If the academy invites or permits an external photographer to take photographs within class, we will:

- Provide a clear brief for the photographer about what is considered appropriate in terms of content and behaviour.
- Issue the photographer with identification which must be worn at all times.
- Let children and parents know that a photographer will be in attendance at an event and ensure they have signed the consent form as part of the school entry procedure.
- Not allow unsupervised access to children or one-to-one photo sessions at events.

The same conditions apply to filming or video-recording of events.

Please note that photographs taken by journalists are exempt from the Data Protection Act.

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CHILD’S NAME:

This permission document will cover all of your child’s time at If you wish to amend your permission in future please inform the school in writing

I have read the Bushin Kenpo Academy Photograph Policy

I give permission for my child to be individually photographed or videoed at class and events and for these images to be used on academy displays, on the academy websites and on academy promotional documents in line with the school photograph policy.

Signed Parent / Carer Date: