

Print letter on school headed paper

Dear Parent or guardian,

There have been rapid changes in the technology of image reproduction. Taking and publishing pictures are now easy and it can be difficult for schools to monitor and control images of children.

[Name of school] School has a duty to provide a safe environment for pupils at school. While we are aware of the risks of image misuse, we believe that the school needs to balance this against the positive value of professional, high quality images of pupils in celebrating and promoting the school as an enjoyable, colourful and vibrant place to learn. Good pictures of the school and its children can help in putting the school at the heart of the local community and enhance its reputation.

Please find enclosed:

- a copy of the policy, and
- two copies of the consent form

The measures in this policy are designed to ensure that the school does everything it can reasonably be expected to do to protect children from the potential harm that the misuse of images could cause.

Please read the policy carefully and fully. Sign one copy of the parental consent form and return it to indicate that you agree with the school's policy and consent to images of your child being taken and published in school material and East Sussex County Council publications. Sign and keep the second copy for your own reference as a reminder of our shared responsibility for the safety of all pupils at the school.

_____ **School's policy is to allow parents to take images of their children during school activities. Please read the parental consent form and sign the agreement for responsible use of images you intend taking during school events. [Include if the school's policy is to allow parents to take images]**

If, for any reason during your child's time at the school you wish to withdraw your consent for images to be taken, please inform us as soon as possible.

Yours sincerely

Headteacher

_____ School