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Headteacher: Mr. Sam Jones

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# Kelmscott School

"Putting Learning First"

Dear Parent/Carer

**Student's name:** \_\_\_\_\_ (please insert student's name)

## Re: Consent for taking and using photographs and videos and, publishing student names

At Kelmscott we frequently take photographs and videos of our students to celebrate their achievements and to capture the variety of educational opportunities available at the school; please see below for the ways in which the photographs and videos may be used. However, in order to comply with the Data Protection Act 2018, we require your consent to take photographs and videos of your child and to publish their names.

**Please read the three consent statements below, then tick the relevant box(es). Once you have completed this form please return it to the Data Office at the school.**

**I CONSENT** to the school taking photographs of my child and publishing their name for the following:

- for displays around the school ☐
- on the school website and prospectus ☐
- in press releases and public marketing (in the local community) ☐
- on the school social media accounts ☐

**I CONSENT** to the school taking videos of my child and publishing their name for the following:

- for displays around the school ☐
- on the school website and prospectus ☐
- in press releases and public marketing (in the local community) ☐
- on the school social media accounts ☐

**Or**

**I DO NOT CONSENT** to the school taking or using photographs of my child or publishing their name ☐

**I DO NOT CONSENT** to the school taking or using videos of my child or publishing their name ☐

**Name of Parent/Carer:** \_\_\_\_\_ (please print)

**Signature of Parent/Carer:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please note you can change your mind or update your preferences at any time by completing a new consent form or emailing [data@kelmscott.waltham.sch.uk](mailto:data@kelmscott.waltham.sch.uk) - forms are available from the school's reception or our website. If you have any questions or would like further information, please visit our website at [www.kelmscottschool.co.uk](http://www.kelmscottschool.co.uk)

Yours sincerely

Sam Jones