**St Brigid’s PS**

**Castle Street**

**Ballymoney**

**BT53 6JX**

**Principal: Mr Kieran O’Neill**

[**koneill580@c2kni.net**](mailto:koneill580@c2kni.net)

**Tel: 028 2766 2664**

**Friday, 11 September 2020**

**CONSENT FORM FOR PHOTOGRAPHS AND FOOTAGE**

Dear Parents/Guardians

Photographs and recordings of pupils for school, family and press are a source of pride to both the pupils and their families//legal guardians. Taking, keeping and publishing photographs and video footage involves processing personal data under data protection laws.

To enable us to comply with our obligations under the General Data Protection Regulation, we are required to obtain express consent to the use of a pupil’s image for example in school displays, performances, newsletters, prospectus and our social media platforms.

In all instances below, the image or footage may be of an individual, small group, class or classes. We will only use photographs and footage where pupils are appropriately dressed to reduce the risk of inappropriate use of the images or footage. Where pupils are named in articles or on pieces of work, we will use first names only.

**Parents//legal guardians of pupils under the age of 13 or pupils over the age of 13 and not considered capable of giving their own consent** should complete this form on behalf of the pupil.

This consent form is valid for the academic year 2020 to 2021. It will be updated on an annual basis. Consent will also be refreshed where any changes to circumstances occur – this can include, but is not limited to, the following:

* New requirements for consent,
* Changes to school circumstances

Please click on the following link to access the consent form to be submitted:

<https://forms.office.com/Pages/ResponsePage.aspx?id=-yeCOETeDkaBkAVAK4mNqMjAn6Rw9FZFoJKRknI5evRUMlJISVI1UUJJMVhZV01IWjFMQkFLOU9TSC4u>

Please understand the following:

* Please be aware that websites can be viewed throughout the world and not just in the United Kingdom where UK law applies. Our current media account is [www.stbrigidspsballymoney.com](http://www.stbrigidspsballymoney.com)
* We may continue to use your child's image or footage after they have left the school in promotional materials or on or website accounts.
* We will not include personal e-mail or postal addresses, telephone or fax numbers on video, on our website or in any printed materials.
* We may include a pupil’s written work, projects and artwork including portraits of other pupils on our website and in promotional materials.

**Consent can be withdrawn at any time by notifying the Principal and completing a new copy of this form.** If you do not consent to a particular use of your child’s information, you/your child will not suffer any detrimental effect as a result.

Where you would like to amend the provisions for which consent has been provided, you must submit your request in writing to the Principal. A new form will be supplied to you to amend your consent accordingly and provide a signature.

**Legal Parent/Guardian Consent**

**For children aged under 13 or children aged 13 or over but not considered capable of giving their own consent** please click on the link to submit consent from.

Thank you for your co-operation.

Mr O’Neill

Principal