



OSWESTRY SCHOOL

FOUNDED 1407

Use of Images of Students at Oswestry School

From time to time, we take photographs of our students. The images may be used in our school prospectus or in other printed publications that we produce, as well as on our school website, or on display boards. Pupils enjoy finding pictures of themselves on the website and look out for it to be updated each week. Occasionally, we may also make video or webcam recordings for school conferences, meetings, or other educational uses. These images may be stored and retained on conventional film, computer or disc.

We also encourage and welcome visits from the media who take photographs or film footage of a special visitor or other high profile event. We like to recognise and celebrate the achievements of individual pupils or groups of pupils by inviting a photographer from the media to take pictures for various publications. These may be local or national newspapers and magazines or televised programmes.

In order to ensure that these images are used appropriately, we have developed a code of good practice which is set out in the Conditions of Use section below. Although the Data Protection Act 1998 is unlikely to apply in many cases where photographs are taken in school, for the situations where the Act does apply, and to safeguard our students, we now seek your consent for your child to be photographed or videoed and the image made public, in the manner described above and using the good practice set out below.

Parental permission for the use of images is sought on the Registration Form; where consent is not given, parents should make their child aware of their decision in order that the child does not present themselves for photographs and so that they may be easily withdrawn from group photographs.

Conditions of Use

1. This form is valid for the period of time your child attends this school, and thereafter in the case of images previously taken.
2. We will not use full names (i.e. first name and surname) of any child in a photographic image on video, on our website, in our school prospectus or other school publications without good reason. The recognition of a prize winner or some other school achiever in the press or other media may require full name as part of the photo caption or in accompanying text to recognise the success properly.
3. We will not include personal e-mail or postal addresses, or telephone or fax numbers on video, on our website, in the school prospectus or other printed publications, unless requested and authorised to do so.
4. We may include pictures of pupils and teachers that have been drawn or taken by pupils, parents, friends and other third parties.
5. We may use group or class photographs or footage with general labels, such as "a science lesson" or "the winning rugby team."
6. We draw to your attention the fact that images published on our website are available worldwide, including countries where there may be no equivalent data protection legislation.
7. Once a child attains the age of 18 years consent can be given or withdrawn directly by the pupil.
8. Consent can be withdrawn at any time in writing, but not for publications which have already gone to print.