

Appendix thirteen

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Sample Consent Form for the Use of Digital Imagery in School

Digital imagery may be used in a number of school activities. The following sample letter does not specifically refer to physical education and should be seen as a means of obtaining parental consent for the use of digital imagery in all school-related activities.

Dear Parent

Digital imagery is an exciting new medium, which can motivate and inspire pupils. Although the associated risks are minimal, schools have a duty of care towards pupils.

(school name) recognises the need to ensure the welfare and safety of all young people. In accordance with our child-protection policy, we will not permit photographs, videos or other images of pupils to be taken without the consent of the parents and pupils involved.

(school name) has policies relating to the use of photographs and videos. Copies can be obtained from *(named person)*.

(school name) will take all necessary steps to ensure that any images produced are used solely for the purposes for which they are intended. Photographs may be used in our printed publications for display around the school, as teaching resources within the curriculum and on the internal school website. Video clips may also be used as teaching aids within the curriculum and for staff training and educational purposes at both local and national level. At no time will the images be sold or made available for wider publication without further parental approval.

Please complete, sign and return this form to *(named person)* at *(school name)*.

Name of child:

Name of parent:

Address:

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I consent to *(school name)* photographing and videoing my child as described above.

Signature:

Date:

Queries regarding this form should be addressed to *(school name and address)*.