

## Guidance for Parents taking photographs and filming at School Productions and Events

We stage numerous school events and know some parents/carer like to take photographs/videos of the school productions and activities.

As you know we have a policy in place with regards to the taking, making and use of images and you will have previously signed a consent form stating whether or not your child could be photographed.

If you wish to take photos at the production, there is a strong possibility that other children will also be included within the picture.

At Sherford Vale School & Nursery we are happy for parents and carers to take photos and video of events for personal use but we request that these images are not distributed or put online, or via social media sites.

This is to protect all members of the community.

We would also request that you ensure that your taking a photograph does not interfere with other people viewing a school production and that it is not off-putting for our pupils. Nothing should be published during the production.

We all enjoy and treasure images of our family and friends; family events, holidays and events are moments we all like to capture in photos or on video.

We now have the exciting dimension of adding our images and videos to our online social network, such as Facebook, YouTube and many other websites. This means that we can easily share our photos and video with family and friends.

Whilst this can be very useful to all of us we must ensure we protect and safeguard all children and staff, including those who do not want to have their images stored online.

Please be aware that parents are not permitted to take photographs or to make a video recording for anything other than their own personal use.

- Once posted and shared online any image or video can be copied and will stay online forever.
- Some children are at risk and **MUST NOT** have their image put online. Not all members of the community will know who they are.
- Some people do not want their images online for personal or religious reasons.
- Some children and staff may have a complex family background which means that sharing their image online can have unforeseen consequences.

Therefore, in order to keep all members of the community safe we must all **'Think Before We Post'** online.

Thank you.