

1.8 Photography policy

Policy statement

At Perins Pre-school, we believe that we must protect all children's right to privacy, and we aim to protect children's images from misuse.

Procedures

- Parents or Carers give permission as part of our terms and conditions unless they decide to opt out.
- Parents give permission for an online learning journal to be created and maintained for their child and give permission for their child to appear in group photos used to accompany observations. Parents also agree not to electronically share by social media or other platforms, any part of their child's learning journey.
- All photographs will be either displayed for evidence for parents and Carers to view during visits or parent's evenings and in child's own online development files. An Ofsted officer during an inspection will have access to these files. All photographs downloaded on the setting computer will be deleted after 1 year unless it has historical value to the pre-school.
- Every parent has the right to refuse this request, in which case the child must not be photographed by any member of staff, by a parent or Carer or by any outside agency without the express permission for that occasion of the parent or Carer with whom the pre-school has a contract.
- If we are wishing to use photographs for marketing through the press, television or website, parents or Carers will be able to view the photograph and be asked for permission to use.
- As we would like to keep the pre-school web site up to date, we seek additional permission for this.
- Photographs needed for evidence in a student or staff member personal development study file, must seek additional permission for use of photographs.
- Where pictures are taken of the pre-school children (for example on the day of the visit of Father Christmas) the parents or Carers of children who have opted out will be contacted to allow them to decline their decision.
- All mobile phones with cameras and other electronic devices with image sharing capability owned by staff, contractors or parents must leave their phones in the locked box in the office.
- No personal cameras, mobiles phones with cameras or other electronic devices with image sharing capability, smart watches or fit bits that has access to the internet can be used by staff when accompanying a child, whether on or off duty, without permission from the manager on duty.

Legal framework

- Children Act, 1989, 2004
- UN convention on the Rights of the Child, 1989
- Data Protection Act 1998
- Every Child Matters: Change for Children, 2004
- Human Rights Act 2000
- EYFS Welfare Requirement: Safeguarding Children and Promoting Children's Welfare

This policy was adopted by

Perins Pre-School

On

2nd July 2024

Date to be reviewed

2nd July 2025

Signed on behalf of the provider

Michelle Osman

Name of signatory

Michelle Osman

Role of signatory (e.g. chair, director or owner)

Pre-School Manager