



Please note: The information contained within this document is based on our Data Protection policy which can be found [HERE](#).

Photographs

Introduction

Richard Challoner School is obliged to comply with the General Data Protection Regulation (GDPR) and the Data Protection Act 2018 when taking or publishing photographs, videos, CCTV (closed circuit television) or media images of its students.

The school will not normally seek consent for any internal use of photographs as the processing of such personal data is in accordance with the statutory functions of the school in providing an education to the pupil and is therefore lawful on the grounds of public interest. However the School will take into account any parental preferences expressed. The pupil may also exercise their data protection rights in respect of Photographs and we will respond appropriately to any pupil or parental request to exercise those rights.

Photographs, or occasionally video images, may be used for matters relating to school or the curriculum and on occasions used for the purposes of promoting the positive image of the school; through school displays, the school prospectus, press releases, newsletters, our school website or official social media accounts (Facebook, Twitter, Instagram).

For some trips, we also use social media site to provide a “blog” of the trip to keep parents and friends of the school updated whilst students are away. Images and other content will be reviewed and removed periodically.

Parents in years 7-11 will be asked to sign an online consent in relation to the above. Students in the sixth form will be asked to provide their own consent.

Ordinarily the following rules will apply to photographs in the school:

Photographs for Internal Use

Richard Challoner School will take photographs and media images for its own use. Usually these will be unnamed photographs and will generally be for internal use, but may also include photographs for publication to promote the positive image of the school, photos for the school website, the school prospectus, newsletters or to show as slides at an event for parents. Photographs may also be used on display boards which can be seen by visitors to the school.

When the photograph is taken, the students will generally be informed that a photograph is being taken and, when appropriate, told what it is for so that they can object if they wish.

In the unusual circumstance that the school wants to use named photographs (first name and surname) on internal display boards, the student will be asked to consent to this themselves.



Media Use

The school will give proper consideration to the interests of its pupils when deciding whether to allow external organisations to take photographs or to film.

When the media are allowed to be present in school or at school events, this will be on the condition that they observe this policy and the Data Protection and Freedom of Information Policy which can be found on the school websites.

If the media are allowed to be present at a particular event the school will endeavour to inform students and their parents or carers of the media presence. If no objection is received, then the school will assume that unnamed photographs may be published.

If the media want to publish named photographs then they must obtain specific consent from students in year 8 and above with capacity to consent or the parents of year 7 students or those without capacity. The school will require the media entity to check with the school before publication so that the school can check that any objections have been taken into account.

Family Photographs at School Events

It shall be at the discretion of the School whether photographs may be authorised to be taken at a school event e.g. by friends and family. The school will endeavour to communicate this to those attending.

Photos taken by family and friends are not covered under the School's Data Protection and Freedom of Information Policy.

Where the school decides to allow photographs to be taken, the family and friends will be asked not to publish any photographs showing children other than their own children via social media, the internet or any other means.