For the Parent/Carer of: XX YY

MMM YYYY

Dear Parent/Carer,

At Winterbourne Junior Girls’ School, we sometimes take photographs/videos of our pupils. We use these photographs/videos to help us to give people an idea of what life at our school is like, for example in the newsletter, school prospectus, and on the school website.

If you’re not happy for us to use information in the ways we list below, that’s no problem – we will accommodate your preferences.

Similarly, if you change your mind at any time, you can let us know by emailing [**office@winterbournegirls.croydon.sch.uk**](mailto:office@winterbournegirls.croydon.sch.uk), calling the school on **020 8684 3532,** or just popping in to the school office.

If you have any other questions, please get in touch.

Please tick the relevant box(es) on the next page, and sign and return this form to school.

**For the Parent/Carer of: XXX YYY**

MMM YYYY

| Use of photos | Tick ✓ |
| --- | --- |
| I am happy for the school to take photos of my daughter |  |
| I am happy for photos of my daughter to be used on the school website |  |
| I am happy for photos of my daughter to be used in the school newsletter |  |
| I am happy for photos of my daughter to be used in printed school materials, for example the school prospectus |  |
| I am happy for photos of my daughter to be used in internal displays |  |
| I am happy for photos of my daughter to be used in the media, for example local newspapers |  |
| I am happy for photos of my daughter to be used on social media, for example Twitter |  |
| I am happy for the school to take videos of my daughter |  |
| I am happy for the school to use videos of my daughter for promotional purposes, such as on the school website |  |
| I am **NOT** happy for the school to take or use photos or videos of my daughter. |  |

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(Parental/ Carer’s signature) (Date)