

Laira Green Primary School

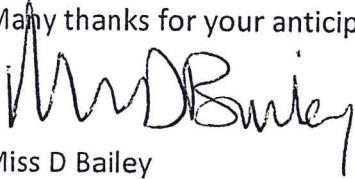
Dear Parent/Guardian,

We are currently reviewing our policy on how digital images (photographs and video) are taken, displayed and stored at Laira Green Primary School.

From time to time we would wish to take photographs of the children to record aspects of work, performances, sporting events, educational visits etc. It is intended that all digital images of the children will remain on the secure school server. At times staff may wish to print copies to add to work displays or use as evidence in a record of pupil achievement. We now have a website and would again like to include images of the children on the site, also from time to time the press visit and our school is highlighted in the local paper which enhances the school's standing in the community.

To assist this process we need you to again fill in and sign the form below and return it to school as soon as possible.

Many thanks for your anticipated co-operation in this matter.



Miss D Bailey

Head teacher

Please cross out the choice comment and sign each part of the form for each of your children.

I give/do not give permission for Laira Green Primary School to take, display and hold on computer, images of my child to use within the school for educational and celebrational, promotional purposes, **including placement of school website.**

I give/do not give permission for Laira Green Primary School to allow a representative of the local/national press to take images and the name of my child for educational and celebrational purposes, which may be published and put onto the paper's website.

This information will be put onto a school data base.

Name of child.....Class.....

Signed.....Parent/Carer

Date.....