

St Saviour's Catholic Primary and Nursery School



Photography and Filming Policy Statement 2024-2026

Legal Status:	Non-Statutory
Last Review:	
Review date:	July 2024
Next Review:	July 2026
Responsible Person:	Governing Body

Mission Statement

"St Saviour's is a caring school family of God's children,
keeping Jesus at the heart of everything we do."

The purpose and scope of this policy statement

St Saviour's Catholic Primary and Nursery School works with children and families as part of its activities.

The purpose of this policy statement is to:

- protect children and young people who take part in St Saviour's services, events and activities, specifically those where photographs and videos may be taken
- set out the overarching principles that guide our approach to photographs/videos being taken of children and young people during our events and activities
- to ensure that we operate in line with our values and within the law when creating, using and sharing images of children and young people.

This policy statement applies to all staff, volunteers and other adults associated with St Saviour's Catholic Primary and Nursery School.

Legal framework

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in England. Summaries of key legislation and guidance is available on NSPCC Learning:

- **Online abuse legislation and guidance** - <https://learning.nspcc.org.uk/online-safety/preventing-online-abuse-and-harm>
- **Child protection legislation and guidance** - <https://learning.nspcc.org.uk/child-protection-system>

We believe that:

- children and young people should never experience abuse of any kind
- we have a responsibility to promote the welfare of all children and young people and to take, share and use images of children safely.

We recognise that:

- sharing photographs and films of our activities can help us celebrate the successes and achievements of our children and young people, provide a record of our activities and raise awareness of our organisation
- the welfare of the children and young people taking part in our activities is paramount
- children, their parents and carers have a right to decide whether their images are taken and how these may be used, regardless of age, disability, gender reassignment, race, religion or belief, sex or sexual orientation
- consent to take images of children is only meaningful when children, their parents and carers understand how the images will be used and stored, and are fully aware of the potential risks associated with the use and distribution of these images
- there are potential risks associated with sharing images of children online.

We will seek to keep children and young people safe by:

- always asking for written consent from a child and their parents or carers before taking and using a child's image
- always explaining what images will be used for, how they will be stored and what potential risks are associated with sharing images of children
- making it clear that if a child or their family withdraw consent for an image to be shared, it may not be possible to delete images that have already been shared or published
- only using first names if there is a need to identify a child
- making sure children, their parents and carers understand how images of children will be securely stored and for how long (including how we will control access to the images and their associated information)
- reducing the risk of images being copied and used inappropriately by only using images of children in appropriate clothing
- avoiding full face and body shots of children taking part in activities such as swimming where there may be a heightened risk of images being misused
- using images that positively reflect young people's involvement in the activity.

We will also develop a procedure for reporting the abuse or misuse of images of children as part of our child protection procedures. We will ensure everyone involved in our organisation knows the procedures to follow to keep children safe.

Photography and/or filming for personal use

When children themselves, parents, carers or spectators are taking photographs or filming at our events and the images are for personal use, we will ensure that parents:

- understand that photos taken during the event not to be shared on social media or asking people to gain permission from children, their parents and carers before sharing photographs and videos that include them
- recommend that people check the privacy settings of their social media account to understand who else will be able to view any images they share
- reminding children, parents and carers who they can talk to if they have any concerns about images being shared.

Photography and/or filming for St Saviour's use

We recognise that St Saviour's uses Tapestry to record progress in some subjects. Within this, photos and videos of the children are visible.

We will ensure that parents do not have access to this; that it is for use only for staff at St Saviour's and in the case of an Ofsted inspection.

If consent to take photographs is not given

If children, parents and/or carers do not consent to photographs being taken, we will respect their wishes. We will agree in advance how they would like to be identified so the photographer knows not to take pictures of them, and ensure this is done in a way that does not single out the child or make them feel isolated.

We will never exclude a child from an activity because we do not have consent to take their photograph.

Storing images

We will store photographs and videos of children securely, in accordance with our safeguarding policy and data protection policy.

St Saviour's does not permit staff and volunteers to using any personal equipment to take photos and recordings of children. Only cameras or devices belonging to St Saviour's should be used.

Related policies and procedures

This policy statement should be read alongside our organisational policies and procedures, including:

- Safeguarding policy
- Code of conduct
- Online safety policy