

Photograph and Video Consent Form

Marlborough House School

Images of pupils actively involved in school activities are key to recording individual learning journeys and team achievements. They can also provide a valuable insight into life at Marlborough House School for both parents and prospective parents.

Therefore, we may occasionally take photographs and/or film your child whilst they are involved in school activities or events.

In this consent form we are asking for your permission to take, store and use images or video of your children for purposes related to Marlborough House School.

Please fill in the form below by ticking the appropriate boxes, then sign and date where shown. If you are acting on behalf of more than one child, please complete the form separately for each child.

I, (parent's/ guardian's full name)....., give permission for
Marlborough House School to use the images of (child full name)
..... in the following ways:

Images and video to be used for **internal purposes**:-

These publications are not shared outside of the Marlborough House Community (which comprises current, staff, students, parents and alumni)

- ☐ Displayed or used within the school premises. For example corridor displays, TV screens around school
- ☐ For internal publications. For example: weekly bulletin, content on the parent portal, production programmes, Review or Year Group books

In these internal publications, pupil's name may be used alongside their picture. The School will ensure they are suitably dressed to be photographed.

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Images and video to be used for **external purposes**:-

- ☐ School and Alumni website
- ☐ School Social Media
- ☐ Marlborough House publications such as the prospectus, weekly bulletin (public version), information booklets
- ☐ Advertisements
- ☐ Media Use eg Press articles

Conditions of external use

- These pictures or video will never display a pupil's full name, only first name and first initial of surname. If there is a good reason to fully name the pupil alongside their photo, for example to celebrate individual success, the school will contact their parents to request separate consent for this specific use.
- Images will be carefully and sensitively chosen and will not be used out of context
- Images will become part of the school's archive. Historic photographs will remain on our school website and social media feeds
- It is your responsibility to let us know if you want to withdraw or change your agreement at any time

Signed..... Date