



CHILD PROTECTION: CHILDREN'S PHOTOGRAPHS AND IMAGES

Date of Review:	September 2025
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This policy has been written following a consultation process, ratified by the Board of Governors and communicated to the school community as required. It will be monitored and reviewed as part of the school's policy review schedule.

CHILD PROTECTION: CHILDREN'S PHOTOGRAPHS AND IMAGES

Article 3 (best interests of the child) The best interests of the child must be the top priority in all actions concerning children.

In line with the school's Child Protection policy and procedures the following policy relates to the use of photographs/images of children in the school. As you will know photographs/images of children are used in the school in a number of ways.

Category One

Photographs are taken regularly in school as a record of the learning activities children have participated in. These include, for example, our Star Pupil Award, gold books, particular special events, school visits, Class Dojo, school productions and the P7 leavers' service. These photographs/images are only used and/or displayed in the school and may or may not include a child's name.

We often invite local newspapers to take photographs of events, awards and other particular events. These images may be published widely in, for example, the County Down Spectator. Such photographs may, or may not, include the names of the children involved.

We hope that parents will give permission for their child to be included in these controlled circumstances but want to give parents an opportunity to withdraw permission for their child's photographs/images to be used in these ways if they so wish. Parents are also asked to decide whether or not they will allow their child's name to be included.

Category Two

We include some photographs in our school prospectus, which is issued to parents hoping to enrol their children in Ballymagee and we also include some images/photographs on the school website.

Children also attend events off-site with external organisations e.g. representing the school at North Down sporting competitions, attending STEM workshops with local businesses, road safety quizzes etc. Often the organisers will wish to take photographs to use for publicity.

Television companies very occasionally ask if they can make a film or video in schools about items like children's views on bullying, or post-primary transition.

In these more widely published instances the parents of the children who may be involved will be informed of the reasons for the photographs/images being taken and will be asked for their specific consent in each case, including whether they wish their child's name to be included or not.

School Performances

At school performances that include, for example, the P7 Play, Foundation Stage Nativity, Key Stage productions, music events and so on, parents, relatives and friends often take photographs and videos. It is understandable that parents are proud of their children's participation and wish to make a visual record of it. The school cannot, however, control the images taken in such circumstances nor what use is made of them subsequently.

It is necessary to advise you that if you do not wish your child to be photographed and/or videoed taking part in such 'public' events the only viable option will be not to allow your child to participate in the event.

Mobile telephones and other image capturing media

There is a school policy on the use of Mobile Phones in School. This also applies to any other technology that could be used to take or transmit images. Parents are requested to ensure that this policy is strictly adhered to. By doing so parents are helping us to minimise the possibility of inappropriate images being taken or circulated in the school.

Please note that further policies and procedures apply to children and adults using the school's computer systems. These policies and procedures are also issued to parents.

CHILD PROTECTION: CHILDREN'S PHOTOGRAPHS/IMAGES

I/We have read the school policy statement on the use of children's photographs/images.

CATEGORY ONE	YES	NO
I give my consent for my child to be included as usual in Category One photographs/images, including local newspaper coverage.		
I give my consent for my child's name to be included as usual with Category One photographs/images, including local newspaper coverage.		

I understand that the school will always ask me directly for permission for any Category Two or other uses of photographs/images that include my child. **(SEE OVER)**

I understand that I must withdraw my child from any 'public' event if I do not wish my child to be included in photographs/videos made by parents or others attending the event.

I understand that I may withdraw my consent without explanation.

I understand that the school will implement my decision throughout my child's time in Ballymagee Primary unless I inform the school otherwise in writing.

A copy of this policy and a consent form will be issued at the start of their child's P1 school year to new parents. A further copy will be issued in P3,5 & 7.

If you require any further information please contact the Principal, Mr Paul Totton.

If you wish to comment on any aspect of this policy, please do so on the back of this sheet.

Child's Name:		Class:	
Signed:		Date:	

Contd. overleaf

Category 2

School website

In order to make the most of our school website, photographs which contain images of the children may be included with the content. To allay any concerns parents may have about this, the school will follow a strict policy regarding use of such photographs, as advised by Government guidelines:

- **Children in photographs will not be identifiable by name, i.e. any captions alongside photographs will not contain the children's names.**
- **If a child's name is mentioned, for example, because a piece of their work is displayed on the site, only the first name will be used and it will not be linked to a photograph of the child or any other personal details.**

To discourage visitors to the site from copying, saving or printing photos Primarysite.net, the host for our website, employs technology which disables these options popping up if a visitor should right-click on a photo.

As we will only use images of children where parental approval has been given, I would be grateful if you would indicate below, whether or not you give permission for photographs containing images of your child / children to be used on the website as outlined above.

CATEGORY TWO	YES	NO
I give permission for photographs containing images of my child to appear on the school website.		
I give permission for photographs of my child to be used in the school prospectus.		
I give permission for photographs containing images of my child, while taking part in externally hosted events, to be used by the organisation for publicity.		
I give permission for my child's name to be included with the photograph.		