







THE NEW GUILD TRUST

Staff Consent Form

POLICY

This policy has been adopted on behalf of all academy schools in The New Guild Trust:

Moorpark Junior School Jackfield Infant School Alexandra Junior School Alexandra Infants' School

Approval and Review

Committee to Approve Policy	Trust Board
Date of Trustee Board / Academy Committee Approval	December 2022
Chair of Trustee Board / Academy Committee	Mrs L Eagle
Signature	L. Eagle
Accounting Officer	Mrs K Peters
Signature	K. Peters
Policy Review Period	12 months
Date of Policy Review	December 2023

Version Control					
Version	Date Approved	Changes	Reason for Alterations		
Initial	Dec 2021				
	Dec 2022	No changes			



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Staff Images

Occasionally, we may take photographs of the staff employed within our school. We use these images as part of our school displays and sometimes in other printed publications. We also may use them on our school website and social media accounts (e.g. Facebook or Twitter).

Without your consent, we will not use images and videos of you except for legal reasons which we do not require consent for (e.g. staff ID badges).

Learning Journeys, Tapestry and Records of Achievement are used to celebrate our pupil's progress throughout school. These are sent home at the end of Reception and Year 2. Photographs of staff may appear in these records.

From time to time, our school may be visited by the media who will take photographs or film footage of a high-profile event. Staff may appear in these images, which will sometimes be published in local or national newspapers, or on approved websites.

Please use the boxes below to indicate whether you give consent to each medium:

	Yes	No
I give permission for my photo to be used within school for display purposes		
I give permission for my photo to be used in Learning Journeys/Records of Achievement/ Tapestry		
I give permission for my photo to be used on the school website		
I give permission for my photo to be used in other printed publications		
I give permission for my photo to be used on the school's social media sites (e.g. Dojo, Facebook)		
I give permission for my photo to appear in the media (e.g. Newspaper articles)		
I consent to having my photo taken as part of a class or school photograph. I understand this printed/digital photograph can be purchased by parents.		

This form is valid for the length of time you are employed at the school.

Consent to any of the above can be withdrawn at any time. Please provide the school with written confirmation that you withdraw your consent and specify which areas this is in relation to.

Staff Signature:	 	
Print Name:	 	
Staff Role:	 	
Date:	 	