

All Saints Catholic High School Image Policy for Students

Collection and use of student images

At All Saints Catholic High School we ensure that all images taken of students are used in accordance with the General Data Protection Regulations (GDPR). This means that images are:

- fairly and lawfully processed and only used for limited, specifically stated purposes
- retained for no longer than is necessary
- processed in line with an individual's legal rights
- kept securely
- adequately protected if transferred outside the School.

Parental consent to take images

Written parent/carer/student consent to take images or videos is obtained prior to a student joining the School. Should permission be refused by a parent/carer, this is noted and any images for public use are scrutinised to ensure that the student does not appear in them.

If permission is withdrawn by parents/carers/students at any point during a student's time at All Saints Catholic High School, any images of them will be removed.

For each student a still image taken by a school photographer will be retained during the student's time at the school for the legitimate purpose of operating the school i.e. to identify students on registers and class lists.

Use of photos/videos by students

Still and video cameras provided for use by students (e.g. for fieldwork and other supervised off-site learning) and the images produced will be kept securely.

Use of images by professional photographers

Professional photographers who are engaged to record any events will comply with GDPR and will not have unsupervised access to students.

Use of images by the media

Only pre-agreed personal information (e.g. first names) will be published alongside images and videos. No authorisation will be given to unscheduled visits by the press under any circumstances.

Use of images for the legitimate purpose of running the school

There are certain other occasions when the School will record images of students for the legitimate purposes of running the school; all such images will be stored securely in accordance with GDPR.

- Images to record practical skills for assessment and examinations;
 - CCTV footage that is used to assist with the safety and supervision of students;
 - CCTV footage that is used to safeguard staff, students, visitors and school property (for example by allowing investigation into incidents or complaints).
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