

PHOTOGRAPHIC & VIDEOGRAPHIC IMAGE CONSENT FORM

Photographs and videos are stimulating forms of media which can motivate and inspire students and staff. Research has shown that using such forms of media in education can help encourage creativity, motivation, as well as improve communication and team-working skills.

Lucan Community College asks that parent(s)/guardian(s) consent to their son/daughter being featured in photographic and videographic promotional material if their son/daughter is under 18 years of age. Where a student/staff is 18 or older, he/she is capable of giving such consent. This form is requesting that consent be given for each use of photograph or video footage. If such consent is given, the following procedures will apply with regard to taking photographs or video footage of students/staff in Lucan Community College:

- 1) Staff will be aware of possible Child Protection issues when taking photographs of students and in relation to where these photographs are used.
- 2) Pupils may be identified in these publications in recognition of their participation in events/activities, except where the publication is online.
- 3) Students/staff in photographs or videos published on DDLETB's and/or *Lucan Community College* website will not be named or identified in any way other than by group *e.g.* finalist basketball team.
- 4) Consent to the processing of a photograph and/or video can be withdrawn at any time by filling out a Data Erasure Form which is available on request from dataprotection@ddletb.ie. Please submit this form to the school/college/centre or directly to the DDLETB's Data Protection Office at dataprotection@ddletb.ie If you chose to withdraw your consent, the school will no longer use your photographic or videographic image for the purposes set out below. However, processing already carried out may not be able to be redacted *e.g.* if a photograph was published in a newspaper or past yearbook already printed.
- 5) All online media promotion on behalf of the school is underpinned by our Internet Safety Policies which can be located at <https://lucancc.ie/policy/other-school-policies/>

I **consent** that photographs and video footage of m may be taken and used by or on behalf of DDLETB or Lucan Community College to promote its activities (currently and in the future) in the following circumstances; as selected by me:

On Lucan Community College website, and/or DDLETB's website, social media and any other online publication associated with DDLETB's schools/centres/programmes/services.

Given to third parties, with the student's/staff's name, for the purpose of being used in print media *e.g.* newspapers, magazines, brochures/leaflets, posters, prospectus, reports books and other similar publications, *e.g.* a student attaining top results in the Leaving Certificate or a soccer team winning a competition.

Displayed within the school and including the student's/staff's name *e.g.* an image of a student awarded 'Student of the Year' with his/her name below.

In school yearbooks with the student's name also used.

For promotional purposes related to the school *e.g.* school prospectus or a video of a school production.

In circumstances not listed above where the student's photographs or videos are sought, your consent as a parent/guardian/student over 18 years will be requested separately at a later date.