



# The Goslings Preschool

Registered Charity No. 1209514

## Child Photographs Policy

We occasionally take photographs of the children at The Goslings, with the images used in the children's learning journeys (also known as profiles), printed preschool publications, on our display boards, on our website and on our private parent/family Facebook page.

If photographs of an individual child are used, we will not include the name of the child in any accompanying text/caption. If a child is named in the text, we will not use a photograph of that child to accompany the article.

Learning journeys/profiles are used to track a child's progress throughout their time at The Goslings, which parents will receive when their child leaves us (often presented at Sports Day). These records of a child's time at The Goslings will usually include photographs of the child (e.g. individual images) and groups of children where the child is featured.

We regularly update our Facebook page and upload photographs to accompany written information of activities so that parents have visibility of what their children have recently been doing at The Goslings. Likewise, we use examples of activities and events on our website to give greater visibility of our setting and activities to current parents and parents of prospective preschool children.

On occasion, we may attend a local event or organisation, such as a Co-op fundraising presentation, which may involve photographs or film footage being taken whereby the children may appear in the images/footage.

When a child starts at The Goslings, parents are asked to complete/sign a consent form in which they indicate whether or not they give permission for photographs of their child to be used and in what context. Parents are under no obligation to agree to the uses and are free to ask for any photographs of their child to be destroyed. Any child who does not want their photograph taken will have that wish respected, irrespective of parental consent. Photographs taken of the children are stored securely in a password-protected encrypted storage cloud and retained until the child leaves The Goslings, at which time any relevant photographs are deleted. Photographs are retained for the duration of a child's time at The Goslings in case their learning journey suffers accidental damage and requires repair or replacement.

If we take photographs for the purposes mentioned above, where possible, we will try to ensure that full face photographs are not used and/or that children are not readily identifiable.

*This Policy has been reviewed and agreed by The Goslings Management Team and Parental Committee.*

