



---

## Personal Data Consent Form

---

Version 3.0

<b>Last Reviewed</b>	05 05 2021 Full Governors Min No: 12/05.21
<b>Reviewed By</b>	Varinka Strong – SBM / Full Governors

## Personal Data Consent

Swanwick Primary School take data protection very seriously and we are committed to keeping the personal data of our pupils and parents as secure as possible, whilst at the same time balancing the need to share it for educational purposes and to ensure the normal running of the school.

In line with the General Data Protection Regulation and the Data Protection Act 2018 we are seeking your consent for certain data processing activities. Once consent has been given we will process the relevant personal data in line with our Data Protection Policy and Privacy Notice ([https://www.swanwick.derbyshire.sch.uk/serve\\_file/981744](https://www.swanwick.derbyshire.sch.uk/serve_file/981744))

### 1. Images/Photos/Film

We really value using images of students, to be able to showcase what students do in school and show what life at our school is like to others. We will take images/photographs and film of your child for identification, assessment/educational and celebration purposes, including on school premises and whilst away from school on trips and visits for internal school use, however we will only **publish** these images, photographs or films in line with the consents granted by you below:

I give:

- consent to publish images/photos and film in school newsletters (these may be sent electronically via Email/ParentMail/ParentHub)
- consent to publish images and names on the channel function of ParentHub
- consent to publish images/photos and film in the school prospectus or other marketing materials
- consent to publish images/photos and film on the school website.
- consent to take/publish photos and film taken at events/performances for the purpose of sale to members of the school community e.g. parents/carers.

N.B We will generally store images/photos and film taken of your child for up to 1 year after they have left the school, however we reserve the right to retain them in perpetuity for historical research purposes.

Our school photographer is H Tempest Ltd . The school photographer is invited to school annually to take individual and class photographs of pupils and staff that may be purchased by parents/carers. The photographer retains copies of the images taken of pupil s indefinitely. The images are also retained in school for display within the school and as part of the school archive.

I give consent for photographs of my child to be taken by the school photographer:

### 2. Social Media:

Social media platforms are a useful way to communicate some of the great things the school is doing to the outside world, but we respect that not every parent wants their child to have a social media presence. The social media platforms that our school uses are Facebook/Twitter, Therefore we will only use your child's image/photo or personal data (e.g. name, age, class, school attended) on the school's social media accounts if you provide your consent below:

I give consent for the school to share personal data of my child on the school social media channels

### 3. Parent/Carer Personal Data

We use electronic messaging systems ParentHub, Tapestry, ParentPay to send you messages relating to your child and school admin/reminders/essential messages relating to school closure etc. We may from time to time like to use the messaging system to send you information and offers from outside organisations including child care providers/after school clubs, sports and fitness providers and other charities or groups. If you consent for us to use your contact details (personal data) to send you information and offers please indicate below.

I give consent to use my personal data to send information and offers via electronic methods

### 4. Your right to withdraw consent:

Please note you have the right to withdraw these consents at any time and you can do this by contacting us by any of the means listed below:

For more information on how Swanwick Primary School uses the data we hold about you or your child, including how long we keep it and your rights relating to it, (including to have it corrected, erased, restricted, transferred or your rights of access to it) please go to our website [www.swanwick.derbyshire.sch.uk](http://www.swanwick.derbyshire.sch.uk) and view our Privacy Policy [Swanwick.derbyshire.sch.uk/page/gdpr/80215](http://Swanwick.derbyshire.sch.uk/page/gdpr/80215) or contact:

Mandy Fogg - Headteacher

Swanwick Primary School, South Street, Swanwick, Alfreton, DE55 1BZ

Tel: 01773 602268

Email: [info@swanwick.derbyshire.sch.uk](mailto:info@swanwick.derbyshire.sch.uk)

Your consent choices will be applied for the duration of your child's time at the school unless you advise us otherwise. We will ask you to make any request to withdraw your consent in writing, however you are not obliged to do so.

Pupil's Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Signed: \_\_\_\_\_

Parent/Guardian Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_