**Image consent form template**

**Message from Tapestry**: this form was designed as a template for you to use in your setting it might not all be applicable to you and there might be additional things you need to make it suitable for your setting, so please do look through it carefully before using it.

To comply with the Data Protection Act 2018, we need your permission before we can photograph or make any recordings of your child. We may take photographs for several reasons whilst your child is with us:

* To document what they enjoy doing;
* To upload to Tapestry Online Learning Journal to record their learning and development and to share this with you;
* **Optional:** To include in newsletters and displays;
* **Optional:** To record special events and achievements;
* **Optional:** Images may also be used in our publicity, in our prospectus or on the website.
* **Optional:** Any other reasons you might take photos of the children in your setting

We use Tapestry as our online learning journal provider. We will use this to send you observations of your child which might include photos and videos. If you give your permission in the form below, you will be able to see group observations which might include photos and videos with other children in and consequently, other relatives might be able to view photos and videos of your child.

Please note that you have the option to view any photographs and videos that we have or intend to use.

**Please read and indicate your consent clearly:**

1. I consent to photographs and videos of my child being taken by authorised personnel representing the Nursery

Yes No
2. I consent to photographs and videos of my child being uploaded to Tapestry Online Learning Journal

Yes No
3. I consent to photographs and videos containing my child’s image/appearance being included in other children’s learning journals

Yes No
4. I agree to treat photographs and videos containing images/appearances of other children as well as my own as for my own personal use only. This means that the information cannot be shared with others, or published in any way, without the explicit consent of the parents or guardian of those children who may be included. For example, any such photographs or videos **cannot** be posted on a social networking site or displayed in a public place.

Yes No

Signed by parent/guardian:

Name of child:

**Please note that you can withdraw your consent, in writing, or request to see photos or videos taken at any time. This form is valid for the duration of your child’s time at (Name of setting)/Nursery/School. It is your responsibility to let us know if you want to withdraw or change your consent at any time.**