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Kilbrittain N.S.
Kilbrittain,

Co. Cork.

Reviewed: March 2023

Photography Policy

Photograph Policy

Schools need and welcome positive publicity. Children's photographs add colour, life and interest to photographs of the school activities and initiatives. Making use of photographs in school publicity materials can increase pupil motivation and staff morale and help parents and the local community identify and celebrate the school's achievements.

However, photographs must be used in a responsible way. Schools need to respect children's and parents' rights of privacy and be aware of potential child protection issues.

CHILD PROTECTION ISSUES

Risk can occur when individual pupils can be identified in photographs. Providing the name and the photograph of a pupil in a publication or on a website allows for the possibility of people outside the school identifying and then contacting pupils directly.

The School has a Child Protection Policy and Parents, children or other adults who are aware of any abuse / inappropriate contact with children that may be connected with publicity material should report this immediately to the Principal or Designated Liaison Person.

APPROPRIATE USE OF IMAGES.

Kilbrittain N. S. adopts the following guidelines when using the photographs of children in school publicity materials, including use of images / names on the school website, newsletters, and displays:

1. Teachers will only identify children by first name in photographs displayed, in particular when they are provided for publication. The principal will make an informed judgement about what constitutes publication.
2. Only photographs of children appropriately dressed are used. This normally means school uniform. Care is taken when using photographs of children participating in sports activities. We do not use photographs of children participating in swimming events.
3. Staff must ensure that press i.e. local photographers, magazines, newspapers etc. are made aware of the School Policy and that the Photographer complies with the School Policy.
4. Staff may take photographs of students in school using their personal devices i.e. mobile phone. Staff members will immediately delete a photo/ video once it has been used for its intended purpose i.e. posting on the school's Facebook page/ website.
5. WEBSITES – When using photographs on school website, the school follows the same rules as other publicity materials. We only use first names of individual children to identify them in photographs.
6. Pupils must not be approached or photographed while at school without the permission of the school authorities.
7. PARENTS FILMING / TAKING PHOTOGRAPHS – Parents or other spectators may want to photograph or video at an event such as sports day or the performance of a service or an assembly. This is a valuable part of school life and can be very rewarding for both the family and school. The school reserves the right to ask parents / visitors not to take photographs of children / use videoing equipment if it disrupts an event or the school feels the images may be used inappropriately. Parents are asked to respect the views of others.
8. School APP- Teachers may publish photos of children on our school app-This is for school parents only. Please note these pictures may also appear on our school website.
9. PARENTAL CONSENT – Kilbrittain N. S. respects the right of parents / guardians to withhold consent from their child's / children's photographs being used in school publicity materials.

Signed: Karen O'Donovan: Principal

_____ Date: _____

Signed: Imelda Hurley: Chairperson Board of Management

_____ Date: _____