

**Catrine Primary School
& Early Childhood Centre**

Head Teacher: Mrs Judith Govans

Email: judith.govans@east-ayrshire.gov.uk

19 August 2019

Dear Parent / Carer,

EAST AYRSHIRE COUNCIL – Catrine Primary School

PHOTOGRAPHIC CONSENT FOR CHILDREN AND YOUNG PEOPLE

Throughout the course of the academic year we will take a series of photos and video footage to highlight good practice and recognise pupil achievement.

These images may be taken by staff, by an official photographer sent on behalf of East Ayrshire Council or by a local newspaper.

These images may be used in a number of different ways, and we require your permission for all of these.

Please complete the form enclosed and return it to the school or centre by Friday 30 August 2019.

We will retain these images for one year. Thereafter they will no longer be used in any new publications and will be retained for archive purposes only (learner portfolios).

You have the right to withdraw your consent at any time and can do so by contacting your school or centre directly. The capturing of images prior to the withdrawal of your consent remains lawful and images already published will remain on websites, social media accounts and print publications.

Consent is not required from you to captured images of your child for Educational Purposes, for example, as part of an examination.

For further information on your privacy rights please view the Council's main Privacy Statement on the East Ayrshire Council website

<https://www.east-ayrshire.gov.uk/CouncilAndGovernment/About-the-Council/Information-and-statistics/Privacy-Statement.aspx>

Or contact:

Information Governance
Council Headquarters
London Road
Kilmarnock
KA3 7BU
Tel: 01563 576094

Thank you for your assistance.

Yours sincerely

Linda McAulay-Griffiths
Head of Education

