



June 2015

Dear Parents and Carers

### Permission to Use Photographs and to arrange Local School Trips

We are increasingly taking photographs and recording video images of activities in school or at events outside in connection with school such as, for example, the Year 11 and 13 Leavers' Ball, to record the school year and display in school and in the school newsletter/website/local newspapers.

As these occasions happen throughout the year, I would like to give you the opportunity to opt out of giving your permission for us to use photos of students on our website, in school publications and on social media.

Any images that are used will only be of students involved in school activities and will be approved by a senior member of staff before publication. I would be grateful if you would support us with this to enable us to promote the great things that happen at school to a wide audience.

We also arrange a number of trips and visits within the locality of the school during the school day. These might involve going to the First or Junior School or perhaps the area immediately surrounding the village. I would therefore also like to give you the opportunity to opt out of giving your permission for your child to accompany other students on these occasions and ask you to tick the appropriate box on the slip below. This will allow us to reduce the number of letters and slips we need to send you. We will continue to notify you separately about other trips involving transport or overnight stays.

Students may be asked to use online social or virtual learning platforms in a safe and controlled way in order to enhance their learning experiences. If you wish to withdraw your son/daughter from this opportunity, please indicate below.

Please complete (and tick boxes) and return the permission slip below to me as soon as possible.

Thank you for your support.

Yours sincerely

Michael Jones  
Headteacher

To: Mr Jones

### Use of Photographs and Arranging Local School Trips

Student's Name ..... Form Group .....

I do not wish images of my child to be used

I do not give permission for my child to take part in local school trips

I do not wish my child to have access to online social or virtual learning platforms

Signed ..... Parent/Carer Date .....

**A Specialist Business and Enterprise School**