Photography and Filming Policy & Permission Form

Owner	Version	Effective date
GH Dance	Version 3.0	1st September 2026

1. Policy

- GH Dance uses images only for stated, legitimate purposes and with safeguarding, dignity and privacy in mind.
- No photographs or video may be taken in toilets or changing areas.
- Official images will be taken only by authorised people using approved equipment/accounts and transferred to secure storage promptly.
- Names will not normally be published with an identifiable image unless separately explained and agreed. Location, timetable or other details that could create a safeguarding risk will not be published.
- Parents and visitors must follow event announcements. They must not photograph or film where prohibited and must not publish identifiable images of another child without appropriate permission.
- A parent may change optional choices by contacting info@ghdanceacademy.co.uk. Withdrawal does not invalidate earlier lawful use, and GH Dance may need reasonable time to remove future use. It may be impossible to retrieve printed material or third-party resharing already lawfully published.
- Safeguarding concerns override routine photography arrangements. GH Dance may restrict all recording at any event.

2. What promotional permission covers

If permission is given, GH Dance may take and use suitable photographs or video of the pupil to promote and celebrate the school. This may include GH Dance's website, official social-media accounts, printed leaflets, posters, prospectus, advertising, press coverage and promotional material relating to classes, shows, competitions or other GH Dance activities. GH Dance will apply the safeguarding controls in this policy to every use.

Private operational or safeguarding records are not promotional material and will be handled under GH Dance's Privacy Notice and Safeguarding Policy where another lawful basis applies. Where professional filming is an unavoidable part of a particular show or event, GH Dance will explain this separately before the parent commits to that event.

3. Pupil details

Pupil name: _____

Date of birth: _____

Parent/guardian name: _____

Email: _____

Telephone: _____

4. Permission choice

Promotional photography and filming permission	Yes	No
I consent to GH Dance taking and using photographs or video of the pupil for the promotional purposes explained in this policy.	☐	☐

5. Declaration

I have read this policy and understand the stated uses. I have authority to make this choice for the pupil, or have identified any shared-parental-responsibility issue to GH Dance. I understand that promotional permission is optional and can be withdrawn by contacting GH Dance.

Signature: _____

Print name: _____

Date: _____