



**CAMERAS AND RECORDING DEVICES POLICY**

We ensure that any photographs or recordings taken of the children at the nursery are only taken with prior written consent from the parent/carer. This permission is gained when a child is registered with the nursery and forms part of the terms and conditions that the parent agrees to and signs for accordingly.

Photographs and video recordings are taken to be used in the child's learning journey, for display purposes, for promotional material which includes our website and brochures and to use in the local press. If a parent is not happy with the uses of these photographs then the nursery will respect their wishes and find alternative ways of recording their child's play or learning.

Staff are not permitted to take photographs or recordings of a child on their own devices and only use those devices owned by the nursery. The nursery Manager will monitor all photographs and recordings to ensure that the parents' wishes are adhered to.

Parents are not allowed to use any recording devices or cameras in the nursery without the prior consent of the nursery owner or Manager.

During special events e.g. Christmas/parties etc parents will be allowed to take photographs and recording provided they have signed our request to record /photograph form, please see attached. Staff may produce group photographs to distribute to parents on request. In this case, individual permission will be sought from each parent prior to the event. This will ensure that all photographs are taken in accordance with parental choice.

Signed .....Proprietor  
Signed.....Manager  
To be updated 1/11/17 or before if required

*Permission to record/photograph*

I apply for permission to record/photograph a Grassroots Nursery event on:.....(date)

Full name of applicant: .....

Address: .....

.....

Name of child with whom associated: .....

I undertake that the recording/photographs will only be used for my personal and family purposes, that it will not be copied and that it will not be used for any public or commercial purpose whatsoever (this includes social media).

I agree to fully indemnify Grassroots Nursery against any third part claims arising out of your giving of permission for this video or photograph (including claims for breach of copyright).

I acknowledge that any permission so given may be withdrawn at any time at your sole discretion.

Applicants signature: .....Date: .....