



**QUENIBOROUGH PARISH COUNCIL**

**PHOTOGRAPH AND FILM CONSENT FORM**

Queniborough Parish Council often takes photographs or video film for publicity purposes. These images may appear in our printed publications, on our website, or both. We may also send them to the news media. We require your permission to do this. Please answer questions 1, 2 and 3 below, then sign and date the form where shown. Please circle: Yes or No

***Please cross out any options in the question that you do not want your photo/film to be used in/on***

1. May we use your image(s), or those of your child(ren) if under 18, in printed publicity or promotional literature produced by Queniborough Parish Council, including leaflets, posters, newsletters and other display material?

Yes / No

2. May we use your image(s), or those of your child(ren) if under 18, on Queniborough Parish Council's website and other social media sites, including Facebook, and YouTube?

Yes / No

2(a) I understand that websites and other online media can be seen throughout the world, and not just in the United Kingdom, where UK law applies.

Yes / No

3. We sometimes send publicity material about our services, including photographs where appropriate, to the news media, especially the local press. Can we use your photograph, or your child's, in this way?

Yes / No

I have read and understood the conditions of use on the back of this form. Yes / No.

Signature:.....

Date:.....

Please print your name in capitals (and your child's name if appropriate):

.....

***This form is valid for five years from the date of signing.***

Signed on behalf of Queniborough Parish Council:.....

Name:.....

Job Title:.....

FOR COUNCIL USE

Event and location:.....

Contact details for person photographed (if needed):

.....  
.....

Photographer's name: .....

**Conditions of use**

1. This form is valid for five years from the date of signing. The consent will automatically expire after this time.
2. We will not re-use any images after this time.
3. We will not include details or full names (which means first name and surname) of any child or adult in an image on video, on our website, or in printed publications, without good reason. For example, we may include the full name of a competition prize winner if we have their consent. However, we will not include the full name of a model used in promotional literature.
4. We will not include personal e-mail or postal addresses, or telephone or fax numbers on video or on our website or in printed publications.
5. If we use images of individual pupils, we will not use the name of that child in the accompanying text or photo caption without good reason. And if a pupil is named in the text, we will not use a photograph of that child to accompany the article without good reason. For example, we may include a picture and full name of a competition prize winner if we have their consent. However, we will not include a picture and full name of a model used in promotional literature.
6. We may use group or class images with very general labels, such as "a science lesson" or "making Christmas decorations".
7. We will only use images of pupils who are suitably dressed, to reduce the risk of such images being used inappropriately.
8. We cannot film or take photographs of any child that is at risk or under a supervision order.

If you have any questions or concerns please contact Queniborough Parish Council,  
Tel: 0116 2603313 or [clerk@queniboroughpc.org.uk](mailto:clerk@queniboroughpc.org.uk)