

Acceptable use Policy

Statement of intent

Alderton Acorns has a duty of care to provide a safe environment for children attending the setting. Whilst we are aware of the misuse of images and the right to individual privacy, we believe the Pre-school needs to balance this against the positive value of high quality images of children celebrating the pre-school as an enjoyable learning environment.

This policy is to ensure that the Pre-school does everything it can be reasonably expected to do to protect children from the potential harm that the misuse of images could cause.

Images for pre-school publications;

- The Pre-school will only take and use images that are appropriate and are considered to not be open to misuse.
- If an image of a child is used, the child's name will not be published unless specific consent has been sought.
- Parents will be made aware of why their child's picture is being taken and how it will be used.
- Children and parents should be encouraged to recognise the value of group photographs or recordings of pre-school events.
- Images of children will not be used to illustrate controversial subjects.

Filming/Photography/Camera Phones

- Parent's permission will be sought to photograph their child. If a parent refuses permission no parent will be allowed to film or photograph any Pre-school event.

- If permission is given, parents, friends and family members can take images of their child and friends participating in pre-school activities for family and personal use but these must not be used on "public domain" sites without the express consent of each child's parent/guardian. Where permission is not granted the image in question may be used but must be cropped so that only your child's face is visible
- If permission is given, parents are allowed to film Pre-school events. Please give consideration so that performances are not disturbed.
- Under no circumstances will staff take pictures/films or recordings of the children using their phones.
- Personal camera/camera phones are not permitted into the toileting areas under any circumstances.
- At all times personal phones must be kept in the kitchen.

Alderton Acorns Website and Facebook page

- Permission will be sought before pictures of individual children are used on our website.
- We will make sure that only appropriate pictures are used.
- Image file names will not have the children's name on them.