

**CHILDRENS SERVICES & SKILLS  
DIRECTORATE  
SOLIHULL MUSIC SERVICE**

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Website: [www.solihullmusicservice.com](http://www.solihullmusicservice.com)  
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Date: May 2018

Our ref:  
Your ref:

**Solihull Music Service**

**Consent for pupils to Appear in Photographs or in Videos and How They Will Be Used**

Occasionally, we take photographs of the children at our Solihull Music Service (SMS) events. These images may be used in our SMS prospectus, in other printed publications that we produce, on our website, or on project display boards within SMS. We may also make video or webcam recordings of SMS events to sell to parents, use as publicity material, to share on our website or other relevant SMS social media, examinations and coursework.

It is important we protect your child's interests, respect your wishes and comply with Data Protection law. Please read the Conditions of Use below before answering the questions below and signing and dating this form. Please return the completed form (one for each child) to SMS as soon as possible; we will not use a photograph or video of your child without consent.

**Conditions of Use:**

- This form is valid for the period of the time a pupil is having SMS lessons, in an SMS ensemble (including SMC) or takes part in any SMS event. Your consent will automatically expire after this time.
- SMS will not re-use any photographs or recordings of your child that are incompatible with the original purposes explained to you.

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- If we use photographs of individual pupils, we will not use the full name of that child in any accompanying text or caption, nor will we include any other personal information
- We may use group or class photographs or footage with very general labels, such as ‘a SMS Guitar concert’.
- We will only use photographs and videos of pupils who are suitably dressed.
- Parents should note that websites can be viewed throughout the world and not just in the United Kingdom, where UK law applies.

Further information on how we use your information and your child’s personal information is in the Fair Processing Notice(s) available <https://solihullmusicservice.com/sms-policies/>

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**Solihull Music Service – Photo/filming consent form.**

Description of the Photographs or Images	Please tick	
<p>May we use your child’s photograph and first name on display boards within the SMS Building?</p> <p>Please note: Displays are generally viewed by staff, pupils, parents, guardians and other visitors to SMS.</p>	<p align="center">Yes</p> <p align="center"><input type="checkbox"/></p>	<p align="center">No</p> <p align="center"><input type="checkbox"/></p>
<p>May we use your child’s photograph in SMS prospectus and other printed publications that we produce for promotional purposes?</p> <p>Please note: Printed publications are available to anyone.</p>	<p align="center">Yes</p> <p align="center"><input type="checkbox"/></p>	<p align="center">No</p> <p align="center"><input type="checkbox"/></p>
<p>May we put your child’s photograph and/or name on the SMS website?</p> <p>Please note: Websites can be viewed throughout the world, not just the United Kingdom where UK law applies.</p>	<p align="center">Yes</p> <p align="center"><input type="checkbox"/></p>	<p align="center">No</p> <p align="center"><input type="checkbox"/></p>
<p>May we record your child on video for internal SMS events, external SMS events and trips?</p> <p>Please note: this may include your child’s voice as well as their image. Recordings of SMS events may also be sold to parents and family members of the audience</p>	<p align="center">Yes</p> <p align="center"><input type="checkbox"/></p>	<p align="center">No</p> <p align="center"><input type="checkbox"/></p>
<p>May we use Video footage on the SMS website and other Social media platforms owned by SMS?</p>	<p align="center">Yes</p> <p align="center"><input type="checkbox"/></p>	<p align="center">No</p> <p align="center"><input type="checkbox"/></p>

Name of Child \_\_\_\_\_

Name of Parent/Carer \_\_\_\_\_

Signed (Parent/Carer) \_\_\_\_\_

Dated \_\_\_\_\_

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