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# **Photography and Filming Policy**

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#### TAKING PHOTOGRAPHS OR VIDEOS IN SCHOOLS

We appreciate that families want to take photographs or videos in schools. Generally, taking photographs or videos on departmental premises should not occur. Where applicable, staff and parental or student permission should be obtained.

#### WHEN CAN YOU TAKE PHOTOS AND FILM?

- While your child is by themselves
- While your child is accepting an individual award
- After an event or performance (child and family only)
- During an event, but only when your child is 'in the frame'
- Outside of school grounds

The person taking the photo needs to consider that no other student or staff member is visible in the photo. If you accidentally capture someone else in the photo and intend on uploading the photo to social media, please ensure you use the cropping tool to cut their photo from the image.

## WHEN CAN'T YOU TAKE PHOTOS AND FILM?

- When any other child is in the frame
- During group performances or group presentations
- Large groups of students (including classes and sporting teams)

### **SCHOOL'S PROACTIVE ACTIONS**

The school will allocate a staff member to take photos and videos of certain events. These will be uploaded to the school's social media page. Parents and carers can access these photos. If the event is not being photographed or filmed, it is because of a direction from the Principal.

There will be reminders throughout events, performances or presentations around photography and filming.