

# PUTNEY PLAYGROUNDS KINDERGARTEN PHOTOGRAPHY POLICY

## NQS

QA4	4.2.1	Professional standards guide practice, interactions and relationships.
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QA5	5.2.3	The dignity and the rights of every child are maintained at all times
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## EYLF

LO1	1.1	Children feel safe, secure, and supported
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## Aim

To ensure the privacy of children and families is respected when any individual who is not a staff member or educator is taking photographs within the service.

## Related Policies

Child Protection Policy

Educator and Management Policy

Enrolment Policy

Parental Interaction and Involvement in the Service Policy

Privacy and Confidentiality Policy

Social Networking Usage Policy

## Who is affected by this policy?

Child

Families

Educators

Management

## Implementation

### For Parents and Family Members

In relation to any parent or family member who is visiting the service with the intention to take photographs the service will ensure:

- ≡ All families are notified in advance of when, why and by whom photographs may be taken in the Service.
- ≡ All families are given the opportunity to object to their child being involved in any photographs, and that these wishes are respected.

- ≡ Any parent or family member may only photograph their own child unless given permission by another child's parent.

The Service accepts that families may want to display photographs of their own child on the internet; however we do not condone the display of photographs taken of children from other families.

The Service will respect the wishes of all families who do not wish their child to be photographed and will be responsible for ensuring that the child is not photographed while in attendance at the Service. This may mean however, that the child may be removed from group situations where photos will be taken.

If a parent has given permission for their child to be photographed by anyone other than a staff member or educator, the Service does not accept responsibility for the distribution or use of any photograph taken.

### **For any other Individual**

The Service does not allow any other individual visiting the service to take photographs of any child without written permission from the child's parent or authorised nominee. An example of such an individual may be a School Photographer.

## **Sources**

**National Quality Standard  
Early Years Learning Framework**

## **Review**

The policy will be reviewed annually.

The review will be conducted by:

- ≡ Management
- ≡ Employees
- ≡ Families

**Reviewed: July 2014**

**Date for next review: July 2015**