



PHOTOGRAPHY & SHARING IMAGES POLICY

Date Adopted: July 2026

Next Review: July 2027

Organisation: Grove Studios

Policy Owner

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Why This Policy Matters

It is extremely important to be aware of child protection and safeguarding issues when photographing or filming at events. Images accompanied by personal information — such as a child's name and hobby — could be used to learn more about a child prior to grooming. The Grove Studios takes all reasonable steps to reduce these risks.

Risk Factors

- Children being identifiable when a photograph is shared with personal information
- Inappropriate photographs or recorded images of children
- Inappropriate use, adaptation or copying of images
- Direct and indirect risks when photographs are shared online with personal information

Consent

- A parental permission form is used to obtain consent for a child to be photographed or filmed — completed at enrolment and kept on file
- The child's own permission is also obtained for students aged 13+
- Consent may be withdrawn at any time in writing
- Do not use a child's name in photograph captions — if a child is named, avoid using the photograph
- For promotional purposes, written parental consent is required for under-13s

At Events & Performances

- Professional photographers or press must be given written expectations in line with our child protection policy and must not have unsupervised access to children

- Photography sessions outside the event or at a child's home are never approved
- Parents/carers may photograph their own child during designated periods (e.g. Parents Watching Week) for personal use only
- Photography by audience members at performances is for personal use only — images must not be shared publicly with identifying information

Storing Images Securely

- Hard copies of images are kept in a locked drawer; electronic images are stored in a protected, encrypted folder with restricted access
- Images are not stored on unencrypted portable equipment (laptops, memory sticks, mobile phones)
- Only cameras or devices belonging to Grove Studios are used to photograph or film children — personal devices are not used

Social Media

Images of students must not be shared on public social media without explicit parental consent. A child's full name, school, age or location must never be included. Parents are asked not to share photos of other people's children on social media without consent. See also our Social Media Policy.