

# Images Policy – Staff Workforce



**ST CLARE**

Catholic Multi Academy Trust



Growing and Learning with the Guidance of God

With God at the heart of all we do, we aim to provide a loving and caring Catholic community, where everyone is precious. We nurture each other with kindness to create treasured memories and values that stay with us for life.

'You, Lord, are all I have and you give me all I need; my future is in your hands.' Psalm 16 Verse 5

**Adopted by St Clare Trust Board;**

June 2022

**Next review by St Clare Trust Board;**

Jul 2025

# St Clare Catholic Multi Academy Trust Images Policy for the workforce

This policy should be read in conjunction with the school's Data Protection Policy and Privacy Notice for the School Workforce.

## Collection and Use of Images of the School Workforce

We collect still images of the school workforce, and use them under the following Articles of the GDPR:

6 (1) a Where we have consent to do so.

Consent will be obtained through an opt-in process, and will not be assumed.

For example:

- Images used in newsletters, good news stories and marketing materials;
- Images shared with a named photography company to produce commercially available school photographs for parents.

6 (1) e For the legitimate purpose of running an academy.

For example, to safeguard children by identifying the school workforce.

We collect video images of the school workforce, and use them under the following Articles of the GDPR:

6 (1) a Where we have consent to do so.

Consent will be obtained by an opt-in process, and will not be assumed.

For example:

- Video images used in training materials;
- Video images used in good news stories and marketing materials.

6 (1) e For the legitimate purpose of running an academy.

For example:

- CCTV footage that is used to assist with the safety and supervision of pupils;
- CCTV footage that is used to safeguard the school workforce, pupils, visitors and school property (for example by allowing investigation into incidents or complaints).