

## MULTIMEDIA POLICY

### PRINCIPLE

We aim to ensure that children have a valuable play experience during their time at Primrose Hill. Often the best for a child to observe what they have achieved is through showing them photographs of them or their group participating in activities.

### STATEMENT OF INTENT

#### Primrose Hill believes:

- It boosts a child's self-esteem when they see visually what they have achieved
- Parents can gain a better idea of what their child does in the nursery during the day when they see photographs on display
- To comply with child protection legislation full names and dates of birth will never appear alongside photographs which are on display

### PROCEDURE

- Photographs will only ever be taken of your child if you have consented to this on your child's enrolment form
- Photographs will only be taken for display purpose
- Individual photographs will be sent home with the child when the display is taken down. Group photographs will be shredded
- No photographs of children will ever be included in student's portfolios
- We will seek your consent if any photographs are going to be published in media or for an advertising purpose
- When staff within the unit are taking photographs for display work this will only ever be taken by the company camera. Once the photograph has been printed the photographs will then be deleted off the camera this is the only method of photograph which can be taken within Primrose Hill by the staff