

## LEIGH PARK COMMUNITY IMPROVEMENT PARTNERSHIP (LPCIP)

### Giving Consent for Using Images & Recordings of Adults for Educational & Publicity Purposes

- When taking photographs or making recordings of adults for educational and publicity purposes, the *Data Protection Act 1998* states that the LPCIP needs to obtain the permission of those adults.
- The consent given by you will be valid until you withdraw your consent in writing to the LPCIP.
- LPCIP will not use full names (first and surname) of adults to accompany images or recordings unless for good reason. We will not include personal email addresses, postal addresses, telephone numbers, or fax numbers in any material for educational and promotional purposes.
- LPCIP will only use images or recordings of adults who are suitably dressed to reduce the risk of such images or recordings being used inappropriately.
- LPCIP will endeavour to make sure that all images or recordings made of adults are stored safely and are only used in an appropriate and responsible manner.

#### 1. **The Taking of Photographic Images and Making Recordings of Adults for the LPCIP**

The LPCIP does take photographic images and makes recordings of adults using, audio, visual, and audiovisual recording devices including (but not limited to) film or digital camera; video camera; sound recording equipment; and other electronic devices for use in the course of their work.

#### 2. **Electronic and Postal Transfer of Images and Recordings**

Images and recordings are often transferred between LPCIP, educational, and press personnel by electronic means (e.g. email) or by post.

#### 3. **Websites**

Images or recordings of adults, or groups of adults, may be used on the LPCIP website. These images will then be in the public domain.

#### 4. **LPCIP Literature and Displays**

Images of adults may be used in LPCIP literature. Images of adults may also be used on display boards and electronic display screens which may be viewed by the public.

Adult's Name:

#### **I give my consent for:**

1. The LPCIP to take photographic images and making recordings of me.
2. The LPCIP to transfer images and recordings of me by electronic means or by post.
3. Images or recordings of me to be used on the LPCIP website.
4. Images of me to be used in LPCIP literature, display boards and electronic display screens.

If you do not give consent for any specific statement above, please delete it.

Adult's Signature:

Adult's Name (*Block Capitals*):

Date: