



Camera and Recording Device Use Policy

We ensure that any photographs or recordings taken of your children in our setting are only done with prior written permission from each child's parent. This is gained when each child is registered and is updated on a regular basis to ensure that this permission still stands.

We ask for individual permissions for photographs and video recordings for each different use including, use in the child's learning journey, for display purposes, for promotion materials including our website and brochure, and to use in the local press.

If a parent is not happy about one or more of these uses then the setting will respect their wishes and find alternative ways of recording their child's play or learning.

Staff are not permitted to take photographs or recordings of a child on their own devices and only use those provided by the setting. The manager will monitor all photographs and recordings to ensure that the parent's wishes are adhered to.

Parents are not permitted to use any recording device or camera on the premises without the prior consent of the manager.

During special events, e.g. Christmas or leaving parties, parents will be permitted to use video equipment and cameras.

Internal use only

This policy was adopted on	
Signed on behalf of Spice Childcare	
Date for review	