



Acceptance form for photography, video recording and the publication of images/footage of children at **[Primary school]**

name _____ ID no. _____

who has custody of

name _____ ID no. _____

Sometimes we take photos and videos of our students. We use images/footage to provide parents* and students with insight into our activities. In addition, nice and fun photos are always a source of joy. We save all visual media in our photo database. Usually, the images/footage is published on our website and in other public places on our behalf. The media might also be part of our published promotional materials, in newsletters and in school curriculums. Class photos are published with the names of all the students and the specification of each class. Parents can buy a copy of their children's class photos.

Media outlets visit us once in a while for various occasions and take photos and videos. Such visits are always dependent on permission from school directors, but students may appear in footage published in the media.

To fulfill our legal duty, according to laws no. 90/2018 regarding personal privacy and the processing of personal information, we must obtain parents' approval before we take and publish photos and videos of children. We ask you to please answer the questions below, sign the paper, and submit it back to us.

1. The school has permission to take photos and videos of the child during its activities	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2. The school has permission to publish photos/videos of the child on its website	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3. Photos/videos of the child in the school's published promotional materials are permitted	<input type="checkbox"/> Yes	<input type="checkbox"/> No
4. Permission is granted to use the photos/videos to inform parents about school activities <i>Newsletters and school curriculums are usually distributed to parents of all children in the same class, year, and/or school</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5. The school has permission to publish photos of the child on its walls	<input type="checkbox"/> Yes	<input type="checkbox"/> No
6. Permission is granted for the school, or a party on its behalf, to photograph the child for a class photo	<input type="checkbox"/> Yes	<input type="checkbox"/> No
7. It is permitted to publish photos/footage of the child in media outlets	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do you give permission for all of the above	<input type="checkbox"/> Yes	<input type="checkbox"/> Nei

*Parents are considered those who have custody of the child

Conditions for photography, video recording and the publishing of images/footage

1. We are the responsible party of the processing of visual media and we will act in accordance with laws no. 90/2018 regarding personal privacy and the processing of personal information.
2. We will not use images/footage of the child after he/she stops attending the school. At the end of attendance, the visual media will be passed on to Borgarskjalasafn to be stored in accordance to law no. 77/2014, regarding public archives.
3. We will not specify names or other information regarding those who appear in visual media when we use it, whether it be on social media, the homepage, or in promotional materials that we publish, except in the case of special circumstances. For example, we might mention the name of a child who has received a special award.
4. Staff members are not permitted to take photos or videos of children using personal devices.
5. All photography, video recordings or published visual media will be considered in terms of caution, sensitivity and morality. Children will never be shown in a provocative, humiliating or inappropriate way, such as when they are sad, in embarrassing situations, or not fully dressed.
6. You can withdraw your permission at any time after it has been granted. The withdrawal of a permission does not affect the legitimacy of the photos/videos that have already been made by the time of a withdrawal. If a permission has not been withdrawn, it is valid for the time that the child is registered at the school. Permission may be withdrawn or altered by filling out this form.

The information that you give us will be stored in a safe place and will not be used for any other purpose than to confirm that you have given your permission.

I confirm that I have read about this topic and grant my permission for photos and videos being taken of my child, in accordance to the aforementioned list.

Reykjavík,

Parents' signature