

2.13 Use of Photographic and Video Images of Children Policy

The service acknowledges the privacy of families and right to give approval for the use of photographic and video images of their child that support and promote their involvement in relevant programs and activities. Parent/carer permission is obtained prior to any photographs/videos of children being taken or displayed.



Relevant Laws and other Provisions

The laws and other provisions affecting this policy include:

- *Family and Child Commission Act 2014*
- *Privacy Act 1988 and Regulations 2013*
- *Child Protection Act 1999 and Regulations 2000*
- *National Quality Standard, Quality Area 1 – Educational Program and Practice*
- *Policies: 2.1 - Respect for Children, 3.2 - Program and Documentation Evaluation, 3.10 - Observational Recording, 9.2 - Enrolment, 10.8 - Information Handling (Privacy and Confidentiality), 10.12 - Information Technology.*



Procedures

Parents/carers shall be required to authorise permission for images of their children to be taken and used by the service on relevant enrolment forms and documentation.

Parental and/or carers special permission will be requested for photographs taken and intended to be used for promotional purposes outside of the local community.

Employees of the service shall only be permitted to photograph children using equipment owned solely by the CKC or school (if shared equipment).

Processing of photographs shall be conducted at professional photographic laboratories or within the service using the printing equipment available.

To protect the privacy of families, children will be encouraged not to photograph other children or educators with their own electronic devices.

DATE DEVELOPED	DATE RATIFIED	DATE REVIEWED	DATE RATIFIED
August 2018	August 2018	March 2021	May 2021
		January 2022	June 2022