



Oakbridge Little Learners LTD
66-68 Bridge Cross Road
Burntwood, Staffordshire, WS7 2BY
contact@oakbridgelittlelearners.co.uk
01543 686099



CAMERA AND PHOTOGRAPHY POLCY

Policy Statement

Oakbridge Little Learners recognises the importance of photographs in recording children's learning and development. Photographs may be taken within the nursery to support observations, learning journals and internal displays. The nursery is committed to ensuring that all images are taken and used **safely, respectfully and in line with safeguarding and data protection requirements.**

Parental Consent

- Written consent is obtained from parents/carers on the **registration form**
 - Photographs will **not** be taken of any child unless consent has been provided
 - Consent may be withdrawn at any time in writing
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Use of Photographs

- Photographs are used to support:
 - Children's learning journals
 - Observations and assessments
 - Internal nursery displays
 - Photographs will **not** be used for promotional purposes, websites or social media without **separate, specific written consent**
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Taking Photographs

- Photographs of children will only be taken using **nursery-owned cameras or tablets**
- Staff personal mobile phones or devices must **never** be used to take photographs of children
- No photographs will be taken of a child who objects or appears uncomfortable
- Photographs will only be taken in **open areas** and in full view of other staff
- Staff will be sensitive to cultural or religious considerations

Storage and Deletion

- Images are stored securely in line with data protection requirements
- Photographs are only retained for as long as necessary for their intended purpose
- Images are deleted responsibly when no longer required
- Photographic files are **not shared** with anyone outside the setting

Images are managed in accordance with the nursery's Data Protection Policy

Parent and Visitor Use of Cameras

- Parents/carers are **not permitted** to take photographs or video recordings during nursery hours or at events where other children are present
- This includes events such as performances, celebrations or sports activities



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Policy Review

This policy is reviewed regularly to ensure it remains compliant with safeguarding and data protection guidance.

Created: August 2015

Reviewed: January 2026