



Parent/Guardian Consent for Taking, Use and Storage of Images and Videos of Children

(9/2025)

This form is to obtain your consent for the taking, storing, and sharing of images and videos of your child while they are attending the OSHC Service. The information on this form will be stored securely with your child's enrolment records and only shared with relevant Educators and service personnel to ensure the safety and wellbeing of your child.

We understand and respect that some parents may not wish for images of their child to be taken or used. This form allows you to choose exactly how your child's image and privacy are protected.

Please read all sections carefully before signing.

Section 1: General Consent for Use

Please indicate your consent for the following uses of images and videos of your child.

Internal Use & Documentation: This includes images and videos taken by educators for the purpose of documenting your child's learning, developmental milestones, and participation in educational programs. This media may be used but not limited to learning journals, portfolios, and displays in our OSHC room. This information is for your family and our educators only.

- ☐ **Yes, I give my consent**
- ☐ **No, I do not give my consent**

Section 2: Specific Permissions

Please select **ALL** of the following options that you agree to. If you do not tick an option, we will assume you do not consent to that use.

Service Communication & Information Sharing:

- ☐ **Sharing within the service:** I give permission for images and videos of my child to be shared with other families within the service via secure, password-protected platforms (Xplor Home app).
- ☐ **Sharing with prospective families:** I give permission for images and videos of my child to be used in guided tours or in a secure presentation to prospective families.

Publicity and Promotion:

- ☐ **Website & Social Media:** I give permission for images and videos of my child to be used on the service's public website, Facebook page, Instagram account, or other social media channels.
- ☐ **Print Materials:** I give permission for images and videos of my child to be used in the service's newsletters, brochures, flyers, or other promotional print materials. These materials may be used for external use and/or distributed to the public.
- ☐ **Research and Presentations (for educational awareness):** I give Permission to interview, film, photograph, tape or otherwise make a video reproduction of me and/or record my voice; Permission to use my name; and permission to use quotes from interview(s) (or excerpts of such quotes), the film, photograph(s), tape(s) or reproduction(s) of me, and/or recording of my voice, in part or in whole.

Group Photos:

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Group photos with no names: I give permission for my child to be included in group photographs where they are not individually identified by name. These photos may be used for internal and external purposes as outlined above.

Section 3: Storage and Security

Storage: Images and videos of children are stored on a **secure, encrypted, service-owned cloud storage system**. Access is restricted to the Approved Provider, Nominated Supervisor, and relevant educators of the Service.

Deletion: Unwanted or non-consented images are permanently deleted.

Duration: All images and videos will be retained for the duration of your child's enrolment at the service. Upon your child leaving the Service, images and videos will be permanently deleted, except those required for specific documentation as per the Education and Care Services National Regulations.

Section 4: Your Rights and Responsibilities

Withdrawal of Consent:

You have the right to withdraw or change your consent at any time. To do so, you must notify the Nominated Supervisor in writing, and your child's records will be updated and the use of their images/videos will be stopped as soon as is reasonably possible.

Service Responsibility:

The Service will take all reasonable steps to ensure that images are used only for the purposes for which consent has been given.

Family Responsibility:

The Service asks that families also respect the privacy of other children and their families by **not taking photos or videos of other children** without explicit permission from their parents.

Families are requested to not duplicate or upload to the internet or any social media platform (e.g. Facebook, Instagram) any photos of their own child that may at times also capture the image of other children, without the explicit permission of the other child's parents.

Authorisation			
I have read, understood and confirm the specific permissions as indicated for the taking, use and storage of photos of my child while attending the Service.			
Child's full name		Age	
Child's Signature		Date	
Parent/Guardian Name			
Signature		Date	