

Photograph Policy

Children deserve to be protected from the misuse of photographic and video images whilst at the Service. Our Service will use photographs of children to support their learning and record individual developmental progress.

National Quality Standards (NQS)

Quality Area 2: Children’s Health and Safety	
2.3	Each Child is protected

Quality Area 4: Staffing Arrangements	
4.2.1	Professional standards guide practice, interactions and relationships

Quality Area 5: Relationships with Children	
5.2.3	The dignity and the rights of every child are maintained at all times

Education and Care Services National Regulations

Children (Education and Care Services) National Law NSW	
181	Confidentiality of records kept by approved provider
181-184	Confidentiality and storage of records

PURPOSE

We aim to ensure the privacy of children and families are respected and maintained at times when Educators, Staff and students take photographs.

SCOPE

This policy applies to children, families, staff, management and visitors of the Service.

IMPLEMENTATION

The displaying of photos allows children to see themselves at play, are a topic of conversation for children and parents, allow families to see their child at play and convey the message to children that what they are doing is important. However, we do respect the rights of all children and families to privacy.

To ensure we are maintaining children's safety and respecting their right to privacy we will see that:

- Every child in our care is protected from the exploitation of photographic and video images of themselves taken whilst they attend the Service.
- That photographs taken by Educators support the children's learning and record children's individual progress.
- Photographs recorded at the Service as part of a normal day are taken using OSCA's digital camera/iPhone and are only taken by members of the staff team.
- Photographs/videos are taken to:
 - Support the learning of each child's individual record
 - Illustrate work on display around the Service's environment
- We will ensure that the children of parents/guardians who do not wish their child to be photographed or videoed are provided with other activities. At no time are staff permitted to bring in a camera from home.
- Families need to tick the appropriate box upon filling out the enrolment form:
 - I give / do not give permission for photos of my child participating in group activities to be displayed on OSCA's website and Instagram account

Source

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| <ul style="list-style-type: none"> • Education and Care Services National Regulation • National Quality Standards • Child Protection Act |
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Review

Policy Review Date
November 2019