



Photography and filming consent form

For students appearing in an entry to the Better Planet Awards

Why we are asking

Your child's school is entering the Better Planet Awards, a competition run by **Better Planet Education**. The entry describes something students have done to help the environment, and it may include photographs or a short video.

In accordance with our child protection policy, we do not permit photographs, video or other images of young people to be used without consent. If the student is under 16, that consent must come from a parent or carer.

Better Planet Education will take all reasonable steps to ensure these images are used only for the purposes set out below. If you become aware that they are being used inappropriately, please tell us immediately.

1. About the student

Name of student		Age	
School			
Project title			

2. Declaration of consent

Please complete section 2a if the student is under 16, or **section 2b** if the student is 16 or over. Tick each statement you agree to, then sign.

If you would prefer the student not to appear at all, leave every box blank, sign the form and return it to the school. We will make sure they are not included in anything we publish.

2a. Parent or carer of a student under 16

I give permission for photographs and video footage of my child to be (please tick all that apply):

☐	used in printed publications produced by Better Planet Education
☐	used on the Better Planet Education website
☐	used on Better Planet Education's social media pages
☐	used in reports to the funders and supporters who make our work possible
☐	shown to other schools as an example of what students can do

Signature		Today's date	
Print name		Relationship to the student	

2b. Student aged 16 or over, signing for themselves

I give permission for photographs and video footage of me to be: (please tick all that apply):

	used in printed publications produced by Better Planet Education
	used on the Better Planet Education website
	used on Better Planet Education's social media pages
	used in reports to the funders and supporters who make our work possible
	shown to other schools as an example of what students can do

Signature		Today's date	
Print name			

3. What we promise

We will never publish a student's name alongside a photograph or a video clip.

We will use these images only for the purposes ticked above.

You can change your mind at any time. Email awards@betterplaneteducation.org.uk, or tell the school, and we will remove the images from anything we control as soon as we reasonably can. We cannot always recover material that has already been printed or shared by someone else.

We keep consent forms and entry material for two years after the Awards close, and then delete them.

Our privacy policy explains how we look after personal information:
www.betterplaneteducation.org.uk/privacy

4. What to do with this form

Please return the completed form to the school — not to Better Planet Education. Your school keeps it on file and confirms on the entry form that permissions are held. We may ask the school to produce it.

If you have any questions about how the images will be used, the school can put you in touch with us, or you can email awards@betterplaneteducation.org.uk directly.



Notes on this draft

Delete this page before the form is published

What I changed from the existing form

- **Added a route for students aged 16 and over.** Your current form only has a declaration for a parent or carer of a child under 16, which leaves a gap: the Awards are open to students aged 11 to 18, and your own wording says parental consent is needed below 16. Section 2b lets a sixth former sign for themselves, which is both normal practice and considerably less work for schools.
- **Added school and project title.** Without them a loose consent form cannot be matched to an entry.
- **Added two purposes to the tick list** — use in reports to funders, and showing entries to other schools. Both are things you will genuinely want to do with a winning entry, and both are outside "printed publications, website and social media". The competition rules I drafted grant this licence, so the consent form now matches them.
- **Added the right to withdraw consent**, with an honest caveat that already-printed material cannot be recalled. Consent under UK GDPR must be as easy to withdraw as to give, and the existing form does not mention it at all.
- **Added a retention period** (two years after the Awards close) and a link to the privacy policy.
- **Put "we never publish names" on the form itself.** It is the single most reassuring thing you can tell a parent, and it was only on the website.
- **Added an explicit "no" option.** The old form said "strike out what you do not consent to", which is easy to misread. A parent can now decline everything and still return the form, so the school has a record either way.
- **Said where the form goes.** The old form did not say. See the decision below.
- **Dropped the Better Planet Schools references**, which belong on the primary programme's version of this form, not the Awards one.

Decisions for you

Who holds the completed forms? — I have written it as the school keeps them and confirms on the entry form that it holds them — which is what the website copy and the rules already say, and it keeps several hundred signed forms about named children off your systems entirely. The alternative is collecting them, which is more defensible if anyone ever challenges a photograph but means you are storing a lot of child data. I would keep it as drafted.

Five separate tick boxes, or one? — Granular consent is better practice and matches your existing form, but it means a school might send thirty forms with thirty different combinations, and in practice nobody will check each one before a photograph goes on Instagram. If you keep them separate, the school needs to understand it is responsible for the checking. The simpler alternative is one box covering all five uses, clearly listed. Your call — I have kept it granular.

Can a 16-year-old really consent for themselves? — Standard practice in English schools, and the ICO treats 13 as the age at which a child can consent to online services. But some schools will have their own policy requiring parental consent up to 18. Worth adding a line telling schools they may use their own form instead if their policy differs.

Two years — is that right? — Long enough to cover judging, publicity and your report to the funder. Change it if your data retention policy says otherwise, and make sure the privacy policy agrees.

Privacy policy URL — I have used www.betterplaneteducation.org.uk/privacy as a placeholder. Please correct it.

Two practical suggestions

1. **Offer schools a class list version.** One form per student is fine for a group of six, but an eco club of thirty will produce thirty pieces of paper. A single sheet with a row per student, signed by the teacher to confirm that individual permissions are held, is far easier — and you are relying on the school's confirmation anyway. Say the word and I will draft it.
2. **Publish it as a PDF as well as a Word file.** The website copy links to a downloadable permission form; a PDF prints predictably and cannot be accidentally edited. Keep the Word version available for schools that want to adapt it.

One thing I would ask a trustee to check

This is a draft written to be clear to parents, not a legal document. Before it goes on the website, someone with responsibility for safeguarding should read it against your child protection policy, and confirm the retention period against your data protection policy. Neither is likely to raise a problem, but the consent form is the document most likely to be looked at if something ever goes wrong.