



THE ROYAL BALLET SCHOOL

Policy on the use of camera phones, digital cameras and camcorders in school

Introduction

The School has become aware of the growing use of camera phones, cameras and camcorders for recording the images of others within the school. Concern has been expressed that these images might be used with or without the permission of the person in the picture or the school and that with developments in digital photography and internet technology they may easily be downloaded and broadcast via the world wide web on such sites as 'FaceBook' or 'You Tube'. Whilst it is accepted that in a majority of cases the taking of photographs by these methods is for the personal benefit and enjoyment of all the school must take measures to prevent the unacceptable transmission of images on a wide scale.

Aim

This policy seeks to clarify the Schools position on the use by students of photographic images taken by any form of camera and to spell out the possible sanctions should a student choose not to comply with the policy.

Existing policy

At present student handbooks at both the Upper and Lower School contain the following statement;

- The taking of videos and photographs is not allowed by students or visitors to the school. Videos of performances and assessments are for use within the School and are not to be copied for any other purpose.
- Occasionally requests are made for students to be photographed, interviewed or videoed by outside organisations such as television companies, newspapers or magazines. This will only take place should parents have signed the appropriate media consent form. All requests involving any aspect of the media should be passed to Jim Fletcher and Sarah Eliot-Cohen of The Development and Publicity Department.

Additional policy

Camera phones

The school recognises that mobile phones are an important tool for communication, particularly in a boarding school environment, however they should not be used for the recording of any other person or group without the written consent of that person or the members of that group. Under no circumstances should camera phones be used in areas used for changing or showering, in a ballet studio or during performance or rehearsal.

Camcorders



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Students are not allowed to bring camcorders into school unless with the expressed permission of the Head of White Lodge or the Academic and Pastoral Principal at the Upper school.

Possible sanctions.

This policy should be read in conjunction with the school's Anti-bullying policy, Child Protection policy, Acceptable Use policy and Rewards and Sanctions policy.

Should a student be found to be using a camera phone, digital camera or camcorder against the instructions of this policy the item will be confiscated, kept in a secure place and arrangements made for the parents of the student to collect it.

Should a student be found to have downloaded still or moving images of other students onto the internet or distributed the images in some other way in direct contravention of the directives contained within the student handbook, they will be asked to explain their actions to the Director with the likely result of them being suspended from the school while further investigations are carried out.

In the event of images are being used in a derogative way to cause embarrassment or distress to another student the Director reserves the right to permanently exclude the 'photographer', depending on the severity of the case.

Parents

Parents should be aware of the dangers of recording any images of other students in the school without their permission. Parents should never take photographs in Dormitory areas and are reminded that the filming of any dance event is forbidden due to copyright and artistic regulations. Should the school be made aware of parents recording images of students without their permission we will refer to our local Child Protection Officer (Richmond or Westminster) who will advise us on the best way to proceed.

Responsibilities

It is the responsibility of all staff to monitor the use of all forms of camera by students and parents and to enforce the policy. House staff should report incidents to the Head of Boarding at the Lower School and the Academic and Pastoral Principal at the Upper school. If in any doubt refer the case to the Head of the Lower School or the Academic and Pastoral Principal at the Upper School.

SB

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