

Photograph Policy: Kenwick Child Care Centre

Quality Area 2: Children's health and safety

Standard 2.1: Each child's health is promoted.

Standard 2.2: Healthy eating and physical activity are embedded in the program for children.

Standard 2.3: Each child is protected.

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.

- Every child in our care deserves to be protected from the misuse of photographic and video images of themselves taken whilst they attend the Service.
- Purpose - it is our policy to use photographs taken at the Service to support the children's learning and also to record children's individual progress. Photographs recorded at the Service as part of a normal day are taken using a digital camera 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
- Photographs may also be taken in the following ways:
 - Whenever possible, photos taken by outside agencies will be taken so that individual children are difficult to identify.
 - The photo will be taken from a distance or from behind.
 - At times, photos of children at the Service will be taken by an Educator to promote a particular event/activity.
- We will ensure that the children of parents/carers 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.
- If families would prefer that their child is not photographed they are required to put this in writing to the Nominated Supervisor who will inform the relevant Educators.
- Photos will be given to children and families of the Service. If parents/guardians prefer that photos including their child not be given out it is their responsibility to inform the Nominated Supervisor of the Service in writing or on the enrolment form.

- If Educators, students or volunteers are requested to use photographs or to take photos for assignments, family's permission in writing will be obtained before any photos are taken.
- Photos are used in each child's portfolios and may contain other children. Please ensure that if you do not want your child in these photos that you inform the Nominated Supervisor of the Service in writing or on the enrolment form.
- Video of the children will be taken occasionally for the children to be able to watch themselves at play. This video may be made available to all families. If you do not want your child to be in these videos please ensure that you put this in writing for the Nominated Supervisor or on the enrolment form.

This policy was made with consideration to Children and Young Persons (Care and Protection) Act 1998 and the Code of Ethics- Early Childhood Australia. Education and Care Services National Regulations 2011

Date that the policy was last updated or revised: [April 2013](#)