



REACHING OUTCOMES USING TAILORED EDUCATION & SKILLS

PHOTO CONSENT POLICY 2026-27

Approved by:	Mr Daniel Luford (Director) Mr Nick Lyons (Director)	Date: 01/04/2023
Last reviewed on:	31/08/2026	
Next review due by:	31/08/2027	

Introduction

Routes Learning values the privacy and rights of all students and their guardians. This policy outlines how we obtain, use, and manage photo consent for promotional, educational, and record-keeping purposes.

Purpose of Photo Usage

We may take photographs or videos of young people during tutoring or mentoring sessions, events, or related activities. These may be used for the following purposes:

- Promotional materials (website, brochures, flyers, and social media)
- Educational purposes (training, progress tracking, or internal presentations)
- Record-keeping and documentation

Obtaining Consent

Before using any photographs or videos, we will obtain written consent from the young person's parent or legal guardian (if they are under 18 years). The consent form will specify:

- The intended purpose of the photos/videos
- Where the photos/videos may be used
- The duration of consent
- The right to withdraw consent at any time

Withdrawing Consent

Consent may be withdrawn at any time by submitting a written request to the Directors. Upon withdrawal, we will cease to use the affected images and remove them from any future materials. However, previously published materials that cannot be recalled (e.g., printed brochures) may still contain the images.

Storage and Security

All photos and videos will be securely stored and only accessible to authorised staff. We do not sell or share images with third parties without explicit consent.

Contact Information

If you have any questions or concerns regarding this policy, please contact us at:

nicklyons@routeslearning.co.uk / 07792968878

danluford@routeslearning.co.uk / 07756359217

By signing our Photo Consent Form, you acknowledge that you have read and understood this policy.