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# ReNU Syndrome UK

## Photo & Video Consent Form (UK GDPR)

### Policy statement

It is **ReNU Syndrome UK** (here on referred to as **ReNU**) policy that where we are planning to use an image for materials in the public domain, consent must be obtained by the appropriate person as set out in the following consent form.

### Purpose of form

- To provide information for the person giving consent so they can make an informed decision.
- To be clear about which areas of work the consent applies to.

The form should be completed in the presence of a ReNU staff member who understands the form fully and can answer any questions. If this is not possible, the ReNU staff member will guide the person through the consent form over the phone.

### Who can give permission for images

We take photographs and/or video recordings to support ReNU's activities and communications.

Where a child or young person is identifiable, their image is personal data. We will only use images in ways that are fair, transparent and necessary, and we will take extra care because children's data requires additional protection.

Good practice: We involve children and young people in the process wherever possible. We explain, in an age-appropriate way, what images are being taken and how they may be used. We will respect the child's wishes, and we will not use images if a child is unhappy or objects, even if a parent/guardian has signed.

### Children aged 12 and under

- We will explain, in a way the child can understand, what images are being taken and how they may be used.
- Permission must be given by a parent/guardian (person with parental responsibility).
- We will be responsive to the child's feelings and will not take or use images if the child appears distressed or objects.

### Young people aged 13–17

- Where the young person has sufficient understanding of the consent process and its implications, we will discuss this with them and seek their agreement.
- Permission must also be given by a parent/guardian (person with parental responsibility).
- Where appropriate, the young person may also sign to show their agreement.

## Children or young people who do not have sufficient understanding

- If a child or young person is unable to understand what they are being asked to agree to (including where the image may be used and the possible implications), we will not ask them to provide consent. In these cases, permission must be provided by a parent/guardian (person with parental responsibility). We will still explain what is happening in an age-appropriate way and will stop and/or not use images if the child appears unhappy, distressed, or objects.
- In the case of a young person who is 18 years and older who has insufficient understanding of the form, consent should be signed by a parent/guardian. Try to engage the young person in the process and be responsive to their feelings and respect their wishes.

## Adults aged 18+

- Adults who understand the form can give permission for themselves.

## Adults aged 18+ who may not have capacity to understand the form

- If an adult does not have sufficient understanding to provide informed permission, permission should be provided by an appropriate representative (for example, a person legally authorised to make decisions on their behalf).
- We will still try to engage the person as far as possible and will respect their wishes.

## How long does consent last?

- Consent lasts until you withdraw it or until ReNU no longer needs the image for the purposes you have agreed to.
- You can change or withdraw consent at any time by contacting ReNU in writing (see contact details below).
- We will stop using the image going forward where reasonably possible, but we may not be able to remove images already printed, broadcast, or shared online by third parties.

## Who obtains the consent?

It is the Administrative Coordinator who either obtains or asks a member of staff to get consent.

## Who keeps the forms and images within ReNU?

The images and related consents are maintained by the Administrative Officer. This gives those who have given consent, one point of contact should they wish to change or withdraw consent.

# Photography and video film consent form

Your guide to obtaining consent for someone appearing in a photograph or video that will be used to publicise ReNU.

## Who should read this form?

- Parents and guardians
- Children and young people where possible
- Models

## Why does ReNU need images?

ReNU provides publications and videos to parents and professionals throughout the UK. These publications are updated on a regular basis as treatment evolves and based on the feedback received by parents or medial professionals. Photos or videos are used to support families diagnosed with ReNU syndrome.

ReNU relies on donations from the general public to fund projects for children, young people and their families throughout the UK each year. We need to take new photographs and video film (called images) of children, young people and their carers and adults to help promote ReNU's work. ReNU is asking for volunteers to appear in publicity material to help raise awareness of our projects and fundraising events. Your images will help us continue to provide services for children with lower limb conditions.

If you support our aims and objectives and wish to help further our work, by allowing us to take and use images of you/your children, please read all of this form before signing to give your consent to use.

## How are they used?

We use images in a range of materials to provide better illustrative examples to parents and individuals within our publications. We also use images to promote ReNU's generally and also to illustrate particular areas of our work . This includes (but is not limited to) advertisements and other publicity materials (such as parents guides, leaflets, brochures and posters), direct mail, books, newspapers, magazine articles, television programmes and publications for the internet and website.

The majority of images we take have a life span of around **eight years**. Once an image's working life is finished, ReNU will move them into our image archive for posterity and possible future use.

## Images where the subject's face cannot be seen or is obscured

Consent is still needed, as it is likely that the person is recognisable from their clothes, hairstyle, their body, posture and size.

### Things you need to know about this form

- THE FORM MUST BE COMPLETED BEFORE THE PHOTOGRAPHY/VIDEO FILMING TAKES PLACE OR IS PUBLISHED
- The form will help to explain how the images may be used.
- If the model is under 18 years, a signature of the parent/guardian must be obtained.
- Models over 18 years and with sufficient understanding, can sign the form for themselves.
- Models 12–18 years with sufficient understanding, may sign in addition to parent/guardian.
- Models will not be identified in images with their own name, **unless specifically agreed**.

- The original consent form to be kept by ReNU's and a copy given to person(s) giving consent.
- Image can mean both photograph and video film.

If you have any queries, please contact the Administrative Coordinator at the address below.  
Administrative Coordinator, [emily.renusyndrome@outlook.com](mailto:emily.renusyndrome@outlook.com) 24 Petrel Way, Morley Leeds LS27 8GB.

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## Photography and video film consent form

1. In consideration of ReNU's agreeing to use my photograph(s)/video film (ie. image) subject to the limitations below, I hereby grant ReNU's and any assignees or licensees the absolute right to use the image(s) resulting from the photography/video filming shoot, and any reproductions or adaptations of the image(s) for any purposes in relation to ReNU's work including, without limitation, the right to use them in any parent's guides, advertisements and other publicity materials, direct mail, books, newspapers, magazine articles, television programmes and internet publications throughout the world wherever ReNU's chooses to do so.
2. I understand that I do not own copyright or have any rights of ownership or other claim over the images.
3. I understand that the image(s) will be identified with a false name **unless I specifically agree for my name to be used**, and that text may suggest that I live with or am subject to a particular issue or live in particular circumstances in order to promote ReNU's work. I will not make any claim in relation to privacy, defamation or passing off in relation to any uses of the image(s) within the scope of this consent.
4. I understand that ReNU will keep all the images and use them for such period as it considers appropriate, and will move them into its image archive for posterity once it is no longer appropriate for the modern image library.
5. ReNU agrees only to use the image(s) with text that refers to the areas of work consented to below, and will also include generic text.

## PERSON IN PHOTOGRAPH OR VIDEO - (PLEASE USE CAPITALS):

### Your consent choices (please tick all that apply):

Special category data:  I give explicit consent for RENU to use images that may reveal health information (e.g., a medical condition) in the ways I have ticked above.

**Name use** (optional):  I agree that my/my child's first name may be used alongside the image (otherwise we will use a pseudonym or no name).

Internal communications (e.g., trustee updates, volunteer materials)

Education / training materials for professionals and families

Fundraising materials (appeals, event promotion, donor communications)

Press and media (newspapers, magazines, TV/radio) where ReNU is promoting its work

Printed materials (leaflets, brochures, posters, annual report)

ReNU social media (e.g., Facebook, Instagram, LinkedIn, X)

ReNU website and online articles

I agree that the image(s) may be published/broadcast alongside a generic text of ReNU's work or included within parent's guide which may include, but not solely any of the areas referred in section 1 of the consent form, but I understand that the image(s) **will NOT be used by third parties related to RENU's UNLESS I HAVE GIVEN MY PERMISSION.**



Please tick here if you consent to ReNU's sharing my/child's image(s) with other like-minded charities and organisations (including NHS hospitals)

PHOTOGRAPH / VIDEO FILM

<b>Name:</b>	
<b>Address:</b>	
<b>Signature:</b>	
<b>Date:</b>	
<b>Tel no:</b>	
<b>Mobile no:</b>	
<b>Email:</b>	

**NAME AND ADDRESS OF PARENTS/GUARDIAN IF PERSON IF BELOW 18**

<b>Name:</b>	
<b>Address:</b>	
<b>Signature:</b>	
<b>Date:</b>	
<b>Tel no:</b>	
<b>Mobile no:</b>	
<b>Email:</b>	

**Privacy notice (UK GDPR)**

ReNU staff member's name:

ReNU's project name:

Contact no:

*I have fully discussed the content of this form with the model(s)/parent(s)/guardian(s) mentioned above.*

ReNU staff member's signature:

Date:

**WITHDRAW CONSENT**

**If you wish to change or withdraw your consent, please contact RENU's Administrative Coordinator on via email:**

**emily.renusyndrome@outlook.com**

**Administrative Coordinator, 24 Petrel Way, Morley, Leeds, LS27 8GB**

**IMPORTANT Note – in these circumstances we may not be able to change or withdraw any image(s) already in the public domain or at an advanced stage of production.**

ReNU is the data controller for the personal data you provide on this form and for the images we capture and use.

Lawful basis: We use your images and associated details on the basis of your consent. Where images clearly reveal health information (for example, a medical condition), we rely on your explicit consent to process that special category data.

**What we collect:** your name and contact details, relationship to the child/young person (if applicable), and photographs/video footage.

**How we use images:** for RENU's charitable purposes such as awareness, fundraising, education, events, publications, website and social media (depending on what you agree to below).

**Who we share with:** service providers who help us produce or host materials (e.g., printers, website/social media platforms) acting under our instructions. We will not provide images to third parties for their own purposes unless you have explicitly consented.

**International transfers:** online platforms may process data outside the UK. Where this happens, we rely on appropriate safeguards required by UK GDPR.

**Retention:** we keep consent records for as long as we use the image, and normally retain images for up to 8 years in active use before moving them to an archive for historical record. We may retain consent records longer for safeguarding/compliance purposes.

**Your choices & rights:** You can withdraw consent at any time by contacting us (see below). Withdrawal does not affect processing that has already taken place. We will stop using the image going forward where reasonably possible, but we may not be able to remove content already printed, broadcast, or shared online by third parties.

You also have rights to request access, rectification, erasure, restriction, or to object, and to lodge a complaint with the Information Commissioner's Office (ICO).

Contact: ReNU – [emily.renusyndrome@outlook.com](mailto:emily.renusyndrome@outlook.com) Address: 24 Petrel Way, Morley, Leeds, LS27 8GB