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17<sup>th</sup> November 2021

Dear Parent/Carer,

As you may be aware, there have been several reports in the national media in recent weeks stating that students in many schools have been using social media to create content featuring doctored images of school staff. It is my understanding that Farlingaye has been affected by this phenomenon in recent weeks. I would, therefore, ask all families to remind students of the following:

1. That no student should take a photo or a video in school, unless under the direct supervision of a member of staff and with their express permission (e.g. as part of a GCSE Photography lesson). Students' phones and other devices should not be used for this purpose. If this becomes a common practice that is causing issues for the school, this is likely to inform our ongoing discussions of the current mobile phone policy.
2. That publishing a person's image without their permission is a breach of the school's Code of Conduct, which requires all students to "be respectful to all, in class and out". In cases where the publication causes offence or harm, this is likely to lead to a significant sanction for the students involved. In certain extreme circumstances, publication could also lead to police action.

We recognise that social media is now an integral part of the lives of many of our students, and that it can provide important benefits for those who use it. However, it is vital that students understand that all social media users have to take responsibility for the material that they create, distribute or download. This is a message that we will continue to communicate at school, and would be grateful for your support in reinforcing it.

If you have any questions or comments on this matter, please contact me at Farlingaye.

Yours sincerely,

**Dr A Sievwright**  
Headteacher