**PHOTOGRAPHY AND VIDEO FOR MARKETING AND PROMOTIONAL PURPOSES**

Ashbourne will use photographs and videos for promotional and marketing purposes. All student and staff are expected to assist in this matter. Students and staff have the right to request that their photographs and/or videos not be used for such purposes. This request should be made in writing or by email to the Lead Data Protection and Policy Officer (contact details below).

Staff and students also have the right to retract their consent once this has been given. In such a case Ashbourne will retain the right to use photographs and/or videos for up to a year after the consent has been retracted.

Ashbourne has always and will always treat personal data with care and respect. It has never and will never use personal data for commercial purposes other than to promote its own courses and alumni network.

If you have any queries about the declaration form or how we process your personal data, you can contact out Lead Data Protection and Policy Officer.

**Declaration**

I confirm that I have read and understood the ‘Photography and Video for marketing and Promotional purposes’ declaration.

**Full name ……………………………………………..**

**Signature ……………………………………………..**

**Date ……………………………………………..**