KIELIKOULU KIELIPOLKU

Photographic images, video and audio recording of educational activities

Espoo, 1.7.2020

WWW.KIELIPOLKU.COM
INFO@KIELIPOLKU.COM

Photographic images, video and audio recording of educational activities

Policy.....page 1
Consent form.....page 3

WWW.KIELIPOLKU.COM
INFO@KIELIPOLKU.COM

PHOTOGRAPHIC IMAGES, VIDEO AND AUDIO RECORDING OF EDUCATIONAL ACTIVITIES

1. PURPOSE AND RESTRICTION

Photographic images, audio or video recordings of educational activities can be used by the instructor as:

- A means of reviewing a session or her own practices.
- A material for promotional purposes to reinforce her working portfolio.

Audio or video recordings of educational activities can be used by the students to:

- Supplement their study experience and provide an aid for independent study.

Not all teaching environments or approaches are suitable for recording.

Ethical issues, copyright or the use of sensitive material, might render the recording of some lectures as being inappropriate.

2. CONSENT

Consent required

Audio, video recordings and photographic images can be considered to be personal data and are covered by data protection legislation (GDPR).

If lesson contributors are appearing face-on in vision, and are recognisable, their explicit, written consent is required.

Consent not required

No consent is required when the student's identity is not easily recognizable.

3. STORAGE, ACCESS, DISSEMINATION

Recordings and photographic images will normally be kept by the instructor for up to 2 years from the date of recordings. Recordings and photographic images can be retained for a longer time where a need exists.

Audio and video recordings will only be made available to the individuals for whom the original recording was intended, unless explicit consent for further dissemination has been obtained from person(s) recorded.

Students must permanently delete all personal copies of recordings as soon as those have served their purpose or as soon as they cease to be a student, whichever comes soonest.

An individual has the right to request the deletion or removal of personal data including participation in recordings of educational activities where they withdraw consent or where there is no overriding legitimate interest for continuation of processing.

4. COPYRIGHT

Audio, video recording or a photographic image is a copyright work in its own right. Unless separate contract terms apply, the instructor owns the copyright in recordings and photographic images.

A student has no right to disseminate audio, video recordings or photographic images of educational activities in any form without the instructor's separate consent to it.

PHOTOGRAPHIC IMAGES, VIDEO AND AUDIO RECORDING OF EDUCATIONAL ACTIVITIES

CONSENT FORM

Lessons may be videotaped, recorded or photographed for learning purposes, for promotional purposes or for the instructor's lesson reviewing or educational certification needs.

Please read over the terms below and either decline or accept the statements by providing your name and signature.

Study and Lesson Reviewing Purposes

I consent to be videotaped or audiotaped during the lessons and to these tapes being used to aid other students' study process as well as the instructor's lesson reviewing needs.

_____

(name and signature)

Promotional Purposes

I consent to photographic images, audio and video recordings of educational activities I am involved in to be displayed on the instructor's website (www.kielipolku.com) as well as the instructor's Facebook pages (www.fb.com/kielipolku, www.fb.com/suomentunnit or www.fb.com/venajantunnit).

_____

(name and signature)

Date and place: _____

KIELIKOULU KIELIPOLKU
Y-TUNNUS 2530570-8

WWW.KIELIPOLKU.COM
INFO@KIELIPOLKU.COM