

**Treloar Trust**

Holybourne  
Alton  
Hampshire  
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www.treloar.org.uk

**Tel: 01420 547400**

### **Treloar's Media Permission Conditions**

1. Parents/carers or students (if over 18) are asked for permission to use photographs for external promotional purposes, which include but are not limited to: web sites, social media, prospectuses and Annual Reviews, press releases, exhibition graphics, fundraising materials and videos. These materials have the purpose of raising awareness of Treloar's and encouraging student enquiries, increasing local and national awareness amongst the disabled community and raising much needed funds.
2. Please be aware that websites and social media can be viewed around the world and not just in the UK where UK law applies.
3. We always endeavour to select positive images and will not use inappropriate images of students.
4. The use of images for external purposes is controlled by the marketing department.
5. If permission is granted parents/carers or students will not be asked for permission each time an image is used.
6. Permission can be withdrawn at any time by contacting the Marketing Department in writing and images will not be used in materials created from that date onwards. If images can be easily removed from materials such as digital media this will be done however in the case of printed materials this may not be possible until the materials become out of date and are replaced.
7. If you are happy for images to be used in some types of media but not others then please indicate this on the form at the time of completion.
8. On occasions if we feel that the use of images falls outside the usual uses we will ask parents/carers or students for permission specifically relating to that individual use.

For further information please contact the Marketing Department.



Founded by Sir William Purdie Treloar, Lord Mayor of London, 1906

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