



PORT NOARLUNGA PRIMARY SCHOOL ELECTRONIC MEDIA CONSENT FORM

Documenting children's activities and achievements is an important way to build school community and spirit. Port Noarlunga Primary School develops promotional materials as well as teaching and learning resources and publishes them in print and digitally (websites, pdf documents such as the newsletter etc). Increasingly students are publishing their own materials on websites (Scootle, EdMoodle etc) and other online environments. When appropriate parent / caregivers' permissions are in place, teachers and school leaders should feel confident in using a child's image when promoting the good work of their school and students. In order to meet privacy and duty of care requirements a parent or care giver must provide informed consent in writing for their child's image to be used in any publication that is made available publicly.

Posting student/child images and student work on social networks

To protect the interests of students and other children, personal or private information must not be included on any publicly available webpage.

When posting images of students or using their work the following guidelines apply:

- Schools must ensure each child shown in the image has a signed consent form. Where a photograph is taken of a group of students (eg, six students have a signed consent form on record but one has not) the image cannot be used unless consent is obtained for all students.
- Images of students/children on a website must not include any full names identifying any of the students/children in the image and care must be taken not to reveal personal information about the subjects.
- Additional written consent by the parent / guardian must be obtained by the school / organisation prior to publishing full names of children where they appear in media articles (eg: for awards or recognition of effort etc).
- Only text identifying the school can be used and/or a description of the activity (eg, students from Somewhere High School performing at the Come Out festival).
- Only photographs with students in standard school uniform or day clothing are used. Photos of single students and of children and students in swimming attire should be avoided.

We seek your permission for the following:

PERMISSION TO BE PHOTOGRAPHED FOR EDUCATIONAL, PROMOTIONAL AND DISTRIBUTION PURPOSES

- I give permission for my child to be photographed (by still or video camera) whilst attending Port Noarlunga Primary School, either individually or in groups, whether the photograph be taken for school purposes or by a commercial photographer selected by the school. I understand that this general consent does not commit me to accept with a view to purchase, any photograph that may subsequently be taken of my child. **Yes** **No**
- I give permission for photographs, video footage, other images, student work which may contain an image of my child to be used for a variety of promotional activities, communications and public relations (eg. DVD's, the school newsletter and website etc). I understand that photos of children on the school website are labelled using general terms and do not include students' full names. **Yes** **No**
- I give permission for my child's full name to appear in the newsletter for acknowledgement of school awards or achievements **Yes** **No**
- I give permission for my child's work to be published electronically **Yes** **No**
- I give permission for my child to participate in online learning communities as part of the Australian Curriculum (eg. Scootle, Moodle, blogs etc. **Yes** **No**

Child's Name: _____

Date: ____/____/____

Parent / Caregiver's Name: _____

Parent / Caregiver's Signature: _____