February 23rd, 2011

Permission Letter for Publication of Students’ Work or Photographs on Websites

Dear Parent or Caregiver,

At Ironbark Ridge Public School, we are proud to celebrate and acknowledge the achievements of our wonderful students to the school and wider community. This includes such things as awards for academic, leadership or sporting achievements, participation in special events or work samples to name but a few. We are currently updating our school website with current events and information and will be uploading photographs to the website which may include your child and/or their names.

We request your permission to use photographs of your child taken during school activities, publication of work samples for the purpose of educating students, promoting our school, or promoting public education.

If you give your permission, the school may publish photographs of your child and/or samples of work done by your child in a variety of ways. The publications could include, but are not limited to, school newsletters (online and in hard copy), Department of Education and Training Internet or intranet websites, school annual magazines and local newspapers. If published, third parties would be able to view the photographs and work.

If you sign the attached form it means that you agree to the following:

1. The school is able to publish photographs of your child and samples of your child’s work as many times as it requires in the ways mentioned above.

2. The school will not use your child’s photograph or samples of your child’s work for any purpose other than for the education of students, or for the general promotion of public education and the school.

Any photographs taken by the school will be kept for no longer than is necessary for the above-mentioned purposes and will be stored and disposed of securely.

If you agree to permit the school to take photographs of your child, and to publish photographs and names of your child, or samples of your child’s work, in the manner detailed above, please complete the consent form and return it to the school by Wednesday March 2nd. Verbal consent will not be accepted.

Please note that you must complete one consent form per child enrolled at Ironbark Ridge Public School.

Miss Penhall                     Mrs Kerry Poole
Teacher                               Principal
_________________________________________________________________________________________

This consent, if signed, will remain effective until such time as you advise the school otherwise.

Please note, if the consent form is not returned, it will be treated as no consent given and you child (nor their name) will not appear in any media form.

Consent Form for Publication of Students’ Work or Photographs

I agree, subject to the conditions set out above, to the taking of photographs of my child during school activities, to be used by the school (sometimes with names) in educating students and promoting the school and public education. I also agree to the publication of photographs or samples of my child’s work.

I will notify the school in writing if I decide to withdraw this consent.

Student’s name: _______________________________ Student’s roll class: __________
Signature of parent/caregiver: ___________________________ Date: ______________
Signature of student: _______________________________ Date: ______________