



Halton District School Board

AUTHORIZATION FOR PROMOTIONAL USE OF STUDENT PHOTOS/WORK/ACTIVITIES *in association with Freedom of Information Legislation*

Dear Parent/Guardian:

In accordance with the Municipal Freedom of Information and Protection of Privacy Act, the Halton District School Board is asking parents/guardians for written authorization regarding the use of student work, photographs, video, and other communication methods in a variety of promotional uses.

During the school year, the normal practice of the Halton District School Board is to publicize many of the positive things that occur in Halton's public schools. Your child may be involved in a school activity where photographs or video may be taken for future use in teacher workshops or for system informational purposes, such as event or school promotion, school or system website materials, or media coverage. These events include:

- displaying students' work through activities such as science fairs, art projects, poster contests, bulletin board displays, multimedia work and school newsletters;
- announcing birthdays or special events over the school public address system;
- video of classroom activities, school plays, concerts and special events;
- from time-to-time, photographing students and sharing with the media to publicize school activities (athletic events, specialized school trips, awards, assemblies, graduation/commencements, etc.);
- use of photographs for school and/or system website promotion (it is the practice of the Halton District School Board not to identify students by name on the school or system website)
- using photographs, names and anecdotes in school displays and publications such as yearbooks;
- posting lists of names only inside the school to inform students and parents of the class, clubs, or team organizations
- other publicity initiatives as may be required for school/system promotion

Please note: These materials will not be used in any commercial fashion or outside the jurisdiction of the Halton District School Board. Should the parents'/guardians' *circumstances change* during the school year, or should parents/guardians wish to revoke their consent, a written statement revoking consent must be provided to the school.



Please consider carefully and indicate which option you deem appropriate for your child/ren.

Sign this form and return it to your child's school prior to September 30th.

This form will take effect for the remainder of the current school year.

I have read the information above, and provide permission for my child/ren to be included in promotional materials for school and/or Halton District School Board, as determined appropriate by the school and/or system administrators.

I **DO NOT** wish to have my child/ren to be included in promotional materials for school and/or Halton District School Board (*as outlined above*, including the school yearbook, school sports teams, plays, art and science fairs, etc.).

Name of Student(s): _____

Parent(s) / Guardian(s) Signature: _____

Date: _____ (Note: This form is only valid for the current school year.)

Please return this form to your school principal before SEPTEMBER 30th. Thank you!