10th February, 2015

Dear Parent/Carer

At certain times throughout the year, our students may have the opportunity to be photographed or filmed for our school publications, such as the school’s newsletter or a website and social media, or to promote the school in newspapers and other media (including third party websites).

Catholic Education Diocese of Parramatta (CEDP) may also wish to use student images, audio or material created by students’ (Works) in print and online promotional, marketing, media and educational materials. CEDP seeks your consent to use your child’s image, video, audio and his/her Works for the above purposes.

Due to recent changes to Privacy legislation we are now required to gain consent for every student before any photo/recording is used. The consent will need to be renewed yearly.

This consent will also allow your child to be included in the yearly class photos and if the consent form is not returned, we will be unable to allow your child to be included in this.

STUDENT’S NAME: ___________________________ YEAR LEVEL: _____________

Please complete the form below and return to the school office:

1. I give permission for my child’s photographs, audio or video images to be published in hard copy and digital form in school and diocesan websites, school and diocesan social media channels, promotional materials, newspapers and other media for the purpose of promotion and communication of CEDP activities or programs, training materials and resources.

2. I give permission for my child’s Works (as defined in the Copyright Act 1968) to be published in hard copy and digital form in school and diocesan websites, school and diocesan social media channels, promotional materials, newspapers and other media for the purpose of promotion and communication of CEDP activities or programs, training materials and resources.

3. I acknowledge that the use of my child’s Works is an authorised use of the Works under the Copyright Act, 1968

4. I understand and agree that any photograph/video or other images of my child may be publically displayed or disclosed to third parties (eg. in or on a school, Catholic Education Office, CELC or COSHC CEC NSW or other third party website or publication)

5. I consent to printed or digital copies of my child’s images and their Works to be used by other schools or educational institutions that are parties to the National Education Access License for School Agreement (NEALS) which is a licence between education departments of the various states and territories, allowing schools to use licensed material wholly and freely for educational purposes
6. I consent to the use of my child’s Works by the school, Catholic Education Office, CELC or COSHC CEC NSW and other parties to NEALS for free, that is without any remuneration

7. I understand that whilst reasonable efforts will be made to protect the identity of my child (other than when their identity is relevant to the use of their image/Works – eg. in reporting academic achievements or school news), CEDP and its associated agencies cannot guarantee that my child will not be able to be identified from the image or Works

8. In signing this form I acknowledge that I’m not aware of any Court Orders or other reasons why my child’s photos should not be published.

Signed

______________________________
Parent/Carer

______________________________
Date

Signed

______________________________
Student (must sign if over 15 years old)

______________________________
Date

OFFICE USE

Date of photo, video, audio or Work (month & year): ________________________________

Consent entered into FACES by: ____________________________________________

Staff name and date

Modifications noted in FACES: Yes/No