Media Consent Form

Throughout the year, our school seeks photos of the students, their names, and/or samples of their work to use in the school newsletter or year book, to publish in local newspapers, to appear on television, to be mentioned on radio or appear on our school website or Facebook page. Permission is required for a student’s photograph/video to be used for the above purposes. Please read the following information and complete the attached media consent form.

Photographs and videos are now classified as ‘personal information’ under the Information Privacy Act 2000. The purpose of this permission for is to:

- Comply with the privacy legislation in relation to all photographs/videos taken at the service, whether by the Approved Provider, Nominated Supervisor, Certified Supervisor, educators, staff, parents/guardians, volunteers or students on placement
- Enable photographs/videos of children to be taken as part of the program delivered by the service, whether group photos, videos or photos at special events and excursions etc.
- Notify parents/guardians as to who will be permitted to take photographs/videos, where these will be taken and how they will be used.

Photographs/Videos taken by staff

Staff at the service may take photographs/videos of children as part of the program. These may be displayed at the service, on the Balmoral K-12 Community College website or placed in the service’s publications or promotional material to promote the service, or for any other purpose aligned to the service’s business operations. Some staff may use learning journals in which photographs are included.

Group photographs/videos taken by parents/guardians

Parents/guardians may take group photographs/videos of their own child/children at special service events as birthdays/excursions and other activities. Parents must ensure that where the photographs/videos included other children at the service they are sensitive to and respectful of the privacy of those children and families in using and disposing of the photographs/videos.

Photographs taken by a photographer engaged by the service

A photographer may be engaged by the service to take individual and/or group photographs of children. Information will be provided in written form to parents/guardians prior to the event, and will include the date and photographer’s details.

Photographs/videos for use in newspapers, Balmoral K-12 Community College website and other external publications

By signing the media consent form, you are giving the service permission for your child’s photograph to appear in any newspaper/media or external publication, including the service’s newsletter, publications, website and Facebook.

Photographs/Videos taken by students on placement

Students at the service may take photographs/videos of children as part of their placement requirements.

Access to photographs/videos

Access to any photographs or videos, like other personal information, is set out in the service’s Privacy and Confidentiality Policy, which is displayed at the service and available on request.
Media Consent (Ongoing)

Please keep the information page for your records and return this Media Consent Form to the front office.

(Please tick the box below)

☐ Yes, I give consent for my child’s photo/video, name and/or work samples to be published in the Balmoral Community College Website, Facebook, Year Book and Newsletter.

☐ Yes, I give consent for my child’s photo/video, name and/or work samples to be published in the local newspapers and on television and radio.

Student’s Name: _____________________________

Student’s Class: _____________________________

Parent’s Signature: _____________________________

Date: _____________________________

Additional Comments: ____________________________________________________________