

INFORMATION PRIVACY **PUBLICITY PHOTOGRAPHS / IMAGES**

Background

Images of students are integral to school magazines and school newsletters. It is also expected that parents will, on occasion, photograph and video student performances or be provided with a recording of such events. Photographs of students also appear regularly in local newspapers.

Traditionally the circulation of these materials has been limited to the local community. However changes, such as having school magazines available on CD Rom, or on a school intranet or website, means that access to student images has increased. When on a school website they become worldwide.

The ***Information Privacy Act 2000*** aims to strike a balance between the free flow of information and the individual's right to privacy. Information Privacy gives an individual the right to control how their '*personal information*' is collected and used and to limit who gets to know of this information.

At Somerville Secondary College we celebrate the efforts of our students by mentioning their participation in school events and their achievements in our school newsletter. During the year staff take many photographs of students participating in class activities and sport. These may appear as "in-house display", recognition in our school magazine and on our computer network. Annually a professional photographer is employed to photograph all students individually and in class/level groups. Parents may choose to purchase copies and the College is provided with copies for means of identification and safety only.

The local press is regularly invited to record and promote school events for community newspapers. They are advised and expected to follow school policy on the publication of photographs of groups of students with identification by first name and year level only. The College website may also show images of our students promoting the school and events held throughout the year using the same practices.

When a story is about an individual achievement or single student a parent / guardian's consent will be sought before we use the photo/image, or pass information to the press for publication.

Please read the above information carefully. If you have any concerns about how photographs/images of your child may be used by the College, please do not hesitate to contact us.



Christopher Lloyd
College Principal

Dear Parent,

Whilst enrolled at Somerville Secondary College, there may be occasions where photographs of students are used for publicity or promotional purposes.

If you have any objection to the use of your son/daughter's image for publicity or promotion, please sign the section below to confirm this.

If at any time you wish to change this authority, you will need to provide written permission for publicity release to be retained on your son/daughter's student file.

If you have any queries, please contact the College on 5973 1000.

Yours faithfully,



Christopher Lloyd
College Principal



*PLEASE SIGN THIS SECTION IF YOU DO **NOT** WANT YOUR CHILDS IMAGES PUBLISHED*

Student's Name/s: _____ Form: _____

_____ Form: _____

_____ Form: _____

I do **not** give permission for images of my son/daughter to be used in publicity material and / or visual display in connection with Somerville Secondary College.

Parent/Guardian's Name: _____ Date: ___ / ___ / ___

Parent Signature: _____