



## Anchorage School District

### Media Release Form

Communications Department  
5530 E. Northern Lights Blvd.  
Anchorage, AK 99504-3135 (907) 742-4153

We need student and parent permission to use a person's photograph, voice, and/or name in various media projects. Please read the following, then date and sign where indicated. Thank you.

For and in consideration of the opportunity and privilege of appearing in or participating in one or more video or audio recordings, sound tracks, films, photographs, or written articles, I hereby consent to the use and editing thereof and release the Anchorage School District and its employees and assignees from any and all claims resulting from such use and editing in district media, and use, sale, editing and release to the newspapers, radio and television stations; and use on the Internet.

Event/Activity: \_\_\_\_\_

Dated: \_\_\_\_\_, 20\_\_\_\_  
(day, month)

\_\_\_\_\_  
(signature of person participating)

The above consent and release is hereby ratified and approved.

\_\_\_\_\_  
(parent or legal guardian)

*Parent or legal guardian signature is required if the participant is under 19 years of age.*

## Student Media-Release Forms

### **Parent-Signed Media Releases are NOT needed when:**

- Photographing or videotaping anonymous students engaged in normal classroom/school activities
- Photographing, videotaping or interviewing students at events that are open to the public, such as music, theater or athletic events

### **Parent-Signed Media Releases are ALWAYS needed when:**

- Students are interviewed or will be identified by name in a photograph/news article
- An individual student(s) is the focus of the story
- Photographing, videotaping or interviewing students who are in special education classes/services or certain specialized programs (drug/alcohol, detention/work detail, etc.)
- You feel the photograph, videotape or interview may be used in a negative way

### **What to do when the media makes an unscheduled call:**

- Principals are encouraged to talk with the media regarding routine events, activities or issues at their schools.
- **School principals may deny the photographing, videotaping and interviewing of students and staff on school grounds if it would disrupt the educational process.**
- If the reporter/photographer is behaving poorly, or is pursuing a story that makes you uncomfortable about cooperating with him/her, contact the Communications Department, 742-4153
- In the event of a serious accident or in regards to issues of crimes, child abuse, etc. contact the Communications Department (742-4153) and the appropriate division office so a procedure may be prepared to handle media inquiries.