

LONDON DISTRICT
Catholic Schools

**PERMISSION TO POST PHOTOGRAPHS AND SAMPLES OF WORK
ON THE SCHOOL WEB SITE**

Your School has developed a school web site and you can access the site on the Internet. This web site will contain information about the school and the school community and can be visited by anyone in any part of the world who has access to the Internet.

The School Board has prepared guidelines for the development of a school web site and these guidelines include the following:

- Pictures of students included on school web pages must NOT include student names. Similarly, schools should not use filenames for pages and images that include student names. First names can be used for samples of student work.
- When using pictures of persons on the school web site, the school is required to obtain written permission on the form provided.
- School web site content should NOT provide the means for people to contact any student directly. Communication to the school must be directed to the appropriate staff member.

Your child's school may wish to display a photograph (for example, a team photograph or your child participating in a small group activity) or a sample of your child's work on the school web site. This will be accessible on the Internet. There may be reasons why some families do not want their child's photograph or work displayed on the school web site. In order to comply with these wishes, all students are asked to return the form at the bottom of this page to the school. Your selection will be in effect until your child leaves the school or until you sign a new form indicating the required change.

► **Please cut here and return the completed form to your school**

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NAME: _____ **School:** _____

I give permission that photographs and/or samples of work of the person named above may be displayed on the school web site.

I request that photographs and/or samples of work of the person named above NOT be displayed on the school web site.

Signature: _____ **Date:** _____
Parent/Custodian

Name: _____
Please Print

This direction will remain in effect until the person named above leaves the school or until a new form is received by the school giving a different direction.

