



Media Consent Form

IF.016

The *Privacy Amendment Act 2001* imposes obligations upon organisations collecting personal information to protect that information. Images of individual's in photographs or film are treated as personal information under the Privacy Act where the person's identity is clear or can reasonably be worked out from that image.

Photos, videos and work samples of students are used regularly by schools for a number of reasons. These situations are generally for the purpose of acknowledging the efforts of the students or the school, or for promotion of the school, and under current legislation this practice can continue. Photographs and multimedia images may be taken of students for record and archival purposes such as annual class and individual photographs and similar multimedia productions. On occasions the media may visit the school and may take photographs, video, or audio of school activities or newsworthy events.

Consent

Consent to identify a student (by image or name) is sought from the parent/legal guardian of the student by requesting the parent/legal guardian completes and signs this *Media Consent Form*, which forms part of the Enrolment process. This consent form either gives, or does not give permission for Sinai College (referred to as the school) to publish the images, video or audio recordings.

Consent applies to any use, recording or disclosure of the student's name, recording or image, individual work or personal information, including but not limited to:

- any activities engaged in during the ordinary course of the provision of education by the school, assessment of students and other purposes associated with the provision of education
- public relations, promotions, advertising, media and commercial activities
- use by the media in relation to activities that show the student in a positive light, e.g. drama, musical performances and sports

Therefore, consent allows the taking of group and individual photographs and digital and audio images in the course of the student's school or school-related activities for school records and for distribution to members of the school, via printed or digital means. Printed or electronic publications may include school newsletter, advertising and promotional materials including websites (with or without password protection). These images may also be displayed on the school premises.

Consent also allows the use of the student's image and details (if appropriate) in mass media, under the schools supervision, and authorises supervised media access to the student in circumstance deemed appropriate by, and managed by the school. Examples of this type of media include but are not limited to:

- the student's selection in a regional, state or national team
- visits made by VIPs to the school
- television network visits
- publicity visits for the school and its events
- participation in musical, dramatic performances
- participation in community events



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Families, Friends and/or Community Members

Consent given in this form does not extend to families, friends and/or community members. Any photos or videos of students taken by families, friends and/or community members at school activities must be for personal use only and not used in public places outside the school including social networking sites.

Definitions

The word **use** includes:

- to create, make copies of or reproduce or retain in any form, including by camera, video, webcam, closed circuit television, mobile phone or any other form of digital recorder or device, including still or motion; and
- to distribute, publish, communicate in any form, including in newsletters and other print, electronic, social and outdoor media, and the Internet, in whole or in part, and to permit other persons to do so.

Student's images and information may be used in the following:

- Sinai College WhatsApp group application
- Sinai College newsletters
- www.sinaicollege.qld.edu.au
- <https://m.facebook.com/SinaiCollegeQLD/>

Duration

In giving consent, the parent/legal guardian acknowledges that the materials may continue to be used for a number of years after the student has left the school, and that some of the products in which the material is used may have extended longevity.

This consent, once given will be amended or revoked only upon receipt of written notification from the parent/legal guardian who gave it originally or the student (if 18 years of age). Parents/legal guardians should notify the schools administration immediately if any circumstance arises that would prevent the school from using their child's photo, video images or work samples.

Remuneration

No remuneration is offered to students for whom consent is given to take part in marketing or promotional activities whether at the school or other community events.

Copyright

Ownership of material obtained from the above-mentioned activities, including written, artistic or musical works, or video or sound recordings, remains with the school.

Limitations on Consent

The student or parent/legal guardian wishes to limit the consent in the following way:



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Consent Given / Consent Not Given

I give permission for photos, video/audio and samples of work created or contributed to by the student identified below to be used without remuneration or compensation in all forms of publications and communications as outlined above.

Whether consent is provided or not provided, the school requests that the parent/legal guardian informs the student of their decision.

Consent Given

or

Consent Not Given

Student Details		
Student's Legal Name:		
Student's Date of Birth:		
Signature of Student:		Date:

Parent / Legal Guardian (1) Details		
Name:		
Address:		
Signature:		Date:

Parent / Legal Guardian (2) Details		
Name:		
Address:		
Signature:		Date:

<p>Media Consent Form IF.016 will be retained by the school Any personal information will be stored, used and disclosed in accordance with the requirements of the <i>Privacy Amendment Act 2001</i></p>	
Copy on File (hard): _____	Copy on File (electronic): _____