



DRAFT PHOTOGRAPHY AND PRIVACY POLICY

Privacy laws require that we protect the safety and privacy of students and their information, including photos, videos, interviews of the student and any “student work”, i.e. the assignments that students create as part of their school work such as essays, presentations, crafts, etc. Please note that any student information that appears online (e.g. on a school website) is considered to be issued to the public.

Schools must obtain permission from the parents/guardians to share any student information. If the consent is not provided, the student’s information (photo, interview, projects) cannot be posted online or shared with the media.

Roles and Responsibilities

Staff and School Council: Parents/guardians provide permission to use or share their child’s image and information to promote school programs at the start of the school year through the Department of Education consent form. If a parent/guardian has not provided consent or has not returned the form, photos or videos of that child are not permitted to be taken during school programs.

Students: In class students may use electronic devices provided by the school as part of their supervised classroom activities. Personally owned electronic devices are not permitted in class unless specifically sanctioned by the teacher for a class or event. Students must check with teachers and their friends and classmates before they share or post photos or information about other kids that they have taken at school (e.g. sharing a photo taken in class on Snapchat or quoting a friend on Tumblr).

Parents/Guardians: Parents must check with staff and other parents/guardians before sharing or posting photos or information about students during school programs (e.g. posting a photo of your child with classmates on Facebook). Parents are expected to check with the teacher before taking photos in the classroom.

Media: When the media is invited to visit a school program, the staff will make sure we have the parents/guardians permission for those children to be photographed, interviewed, or videotaped. Students will not be photographed, interviewed, or videoed without parent/guardian permission.

Public events at the school

A public event occurs when parents/guardians are invited to the school for an event or when the school hosts an event open to community members. During a public event, parents/guardians, the public, and the media have the right to attend and take photographs as the school has become a public space. The media is expected to behave responsibly and to cooperate with the school.

At a public event, we will post Open Media Zone posters to advise parents/guardians and students that their photo from the event may be taken and shared publicly by other parents/guardians, staff, the media and the public. If your child is participating in a public event at the school we are not able to control whether or not your child is photographed.

At all events at our school we expect parents/guardians, staff, and the media to model responsible and respectful use of electronic devices.