

ANNUAL MEDIA CONSENT FORM FOR PHOTOGRAPHS, VIDEOS, AND/OR AUDIO FILES OF STUDENTS

Western Dubuque Community School District encourages positive publicity of students through the use of photographs, videos, and/or audio files (media) within the context of this policy. Media of students may be created and utilized by District teachers, administrators, or their designee as a facet of instruction for enhancing learning, to assist in providing a safe and secure learning environment, and to monitor/record student activities. Such school district staff shall maintain the confidentiality of media in accordance with state and federal laws and established District policies. Creating media may be announced or unannounced.

According to Western Dubuque School Board policy no. 804.6

Media consent is annually required from a parent/guardian for:

- School/classroom created media that can be viewed and/or listened to by any individual. This includes media distributed via the District and/or school building: websites, social networking services, newsletters, brochures, digital yearbooks, etc.
- School/classroom created media that is shared with news media (newspapers, television, radio, etc.) for public relations purposes.
- News media coverage of school/classroom activities.

Exclusions:

Parent/Guardian Media Consent

Media consent is not required from a parent/guardian when:

- Teachers, administrators, or their designee create, utilize, and maintain media of students for professional use within the District. Examples include documenting science experiments, drama performances, etc.
- Students have voluntarily chosen or been allowed by a parent/guardian to participate in, or be a spectator at, a school-related activity that is open to the public such as an athletic event, concert, theatrical presentation, dance, etc.
- Students have chosen to be involved in an activity/event/committee that has the potential for news media contact. This could include athletes, members of a homecoming court, student council, SAFE, fine arts, etc.
- Archived consent media is obtained from a previous school year.
- There is outside news media of students in areas that cannot be effectively shielded from the public, such as playgrounds, parking lots, athletic fields, etc.
- Cameras are used to monitor common and public areas of a school building/grounds.

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Please complete and return this annual consent form for our documentation.

School Year _____

Student Name _____

School Building _____

I am the parent/legal guardian of the student named above. I have read the above regarding photographs, videos, and/or audio files of students and I agree to the following:

(Please check the appropriate box below.)

- ☐ **I DO** give my consent for my student to appear in photographs, videos, and/or audio files.
- ☐ **I DO NOT** give my consent for my student to appear in photographs, videos, and/or audio files and understand that he/she may not be included in recorded activities.

Parent/Guardian **PRINTED** name

Parent/Guardian **SIGNATURE**

Date

Approved: October 12, 2015

Reviewed: December 11, 2017; April 10, 2023

Revised: