



HOLY NAME CATHOLIC SCHOOL 2018-2019 MEDIA RELEASE POLICY

The goal of the Highlights and Media Releases is to keep parents and students informed about all of the wonderful happenings at Holy Name Catholic School. With this in mind, we need to collect some information and permission from you.

Highlights Info (weekly school publication)
Please check which of these three forms of communication you prefer: (Please choose only one.)

_____ I prefer to have the Highlights sent to me via email through Jupiter. I realize that this saves the school money and the quality of the school newsletter is far better...color and crispness of photos!

_____ I prefer to read the Highlights on the Holy Name web site. I understand that this saves the school money and time!

_____ I do not have access to email or Internet access, therefore, I would prefer to receive the Highlights in print format.

****Please choose this form ONLY if you DO NOT have email or Internet access. ****

Please send the Highlights home with:

Grade _____ Teacher _____

Student Name _____ Grade _____

Student Name _____ Grade _____

Student Name _____ Grade _____

Student Name _____ Grade _____

Student Name _____ Grade _____

Student Name _____ Grade _____

MEDIA Info

As Archdiocesan policy states, "In general, passive consent is needed from parents for the parish/school to use student images without personal identification in school or parish publications or on websites. That is, parents should have an opportunity to object to the general release of their child's image and other "directory information" by the school or parish at the beginning of the program year". After reviewing the information below, please acknowledge with your signature as indicated below.

I understand that from time-to-time images (photographs, videos, etc.) of my child may appear without specific identifying information in school or parish publications, brochures, programs, or on websites unless I object in writing (such objections cannot be construed to include "crowd shots" in public settings such as athletic events, youth rallies and other such events over which the school/parish may not have overall control). The use of images with identifying information shall require specific parental permission before publication.

"Directory information" regarding my child may also be shared for legitimate purposes without parental consent. Directory information is generally defined as: names, addresses, telephone listings, e-mail addresses, date and place of birth, honors and awards, dates of attendance and similar information for school/parish use for purposes such as program rosters, athletic rosters, parish directories, parent-to-parent directories, playbills, programs, yearbooks, honor rolls and other such purposes. Directory information may generally be released to third parties such as school photographers, colleges, military recruiters, trip organizers, class ring vendors and others for legitimate purposes unless the parent objects in advance in writing.

In instances when images of children or adults are identified in and released for any publication by the school or parish along with accompanying information about the person, their accomplishments, etc. you will be contacted to sign a release form for such publication.

Holy Name Catholic School also reserves the right to publish any awards that a student may earn (for example, Honor Roll) in the Highlights in both print and electronic formats, identifying students by first and last name. If a parent prefers for a student's name to be omitted, a written request by the parent should be sent to the school office that indicates such information should not be shared or distributed.

Parent/Guardian Signature _____ Date _____

Parent/Guardian Printed Name _____

Home phone _____ Cell Phone _____ Work Phone _____