



# Media and Communications Consent Form

Catholic Schools Office *Diocese of Armidale*

## STUDENT PERMISSION FORM

The Catholic Schools Office, Diocese of Armidale and its schools carry out ongoing marketing and communication activities to maintain a positive profile in their local communities.

These initiatives usually involve images of students, families and individuals being utilised in all forms of media – print, electronic, online and social media . Common methods of publication have included brochures, newsletters, newspaper, radio and television advertisements, promotional DVDs, web sites and educational training (photographs and/or footage). Some promotional images may also be used on the Catholic Schools Office and/or individual schools social media pages including Facebook and Twitter.

To comply with our organisation’s privacy obligations and in keeping with applicable legislation, it is a requirement that consent be given for such activities by either the individual (if over 18 years) or by a parent/guardian (if under 18 years).

Consent will be sought from the parent, guardian or individual (if over 18 years of age) by asking them to complete and sign this form. The consent form will be retained by the Catholic Schools Office or the individual school, depending on the purpose. NB: This consent, once given, will be amended or revoked only upon receipt of correspondence from the parent/guardian or individual (if over 18 years).

I authorise Catholic Schools Office, Diocese of Armidale and/or its approved education partners to take and use any photographs, video or sound recording of me/the student and any reproductions or adaptations of the material, either in full or part, in conjunction with any wording or drawings, in any Catholic Schools Office, Diocese of Armidale publication, production and presentation. This includes use on the internet and social media platforms such as Facebook and Twitter.

I acknowledge that I/the student has no rights in the material in any Catholic Schools Office, Diocese of Armidale publication, production or presentation which includes the material.

Full Name of Parent/Guardian:.....

Signed:.....Date:.....

Phone: (B/H).....Mobile:.....

Email:.....

On behalf of (please tick)

( ) Myself (if 18 years or over)

( ) The following individual/s under 18 years of age:

Name of student: ..... Student Class: .....

DOB:.....

Name of School:.....

### What is this consent for?

This Consent Form authorises the Catholic Schools Office, Diocese of Armidale to use the Individual’s copyright material, image and recording. The consent covers the entire or partial use of the Individual’s copyright material, image, and recording in conjunction with other words and images.

### What is an image or recording?

In this Consent Form, an image or recording includes photographs, videos, films, or sound recordings of the individual.