Saint Agnes Catholic Primary School
Student Images Policy

Aims:
Student images at Saint Agnes are used to:
- Record student participation at school and in school related events
- Celebrate student efforts and achievements
- Promote the school and events held by the school

Implementation:
- Each year a professional photographer takes individual, class and a community photo. School leaders may also be photographed.
- From time to time we use photos of students on display pinboards, and within classrooms. These may include but are not limited to, photos of school events such as incursions, excursions, assemblies, sporting events, camps and class activities.
- On occasions we create powerpoint displays which show images of students and or families and we use these at Saint Agnes Masses, special liturgies and events which may include but are not limited to the Sacraments of Baptism, Reconciliation, Eucharist and Confirmation, Mother’s and Father’s day liturgies, beginning of the year mass, graduation, prep orientation day, assemblies and information evenings.
- Each year the year six children use student images in a keepsake. Other classes may also use classes for this purpose.
- From time to time students will be involved in school productions, assemblies, sporting events, camp activities which may also be videoed.
- On occasions students will be videoed as part of their class work (presentations)
- We invite local press to school events and they are expected to follow school policy on the publication of photographs of students. Unless a story features an individual child, only group photos are published. Students will be identified by their first name and year only.
- On occasion we may use photos of students within our school newsletter or within a school magazine. Photos of students may also appear in a child’s work portfolio.
- We will seek parental consent for your child’s photograph to be used for the purpose of promoting the school wether it is in a paper, in a school brochure or within advertising material.
- Parental consent with be obtained in writing if we wish to use a student image on our school website. We would never identify the student’s name.
- Parents will be notified annually via the school newsletter and or parent handbook of the school’s normal practice with regard to student images. This policy can also be accessed on the website.
- Parents can contact the school principal in writing if there are any concerns about how images of their child are used by the school.
I give permission for a photograph of my child to be used without acknowledgment remuneration or compensation in publications (print, websites, DVDs, CD ROMs) and or presentations of the Catholic Education Office Melbourne (CEOM) and the Catholic Education Commission of Victoria Ltd (CECV).

Licensed under NEALS
Photograph may appear in material which will be available to schools and educations departments around Australia under the National Educational Access Licence for Schools (NEALS), which is a licensed between education departments of the various dates and territories, allowing schools to used licensed material wholly and freely for educational purposes.

I authorise the CEOM/CECV to include the photograph in material available free of charge to schools and education departments around Australia for their education and promotional purposes.