

USE OF STUDENT PHOTOS AND VIDEO IMAGES

See: Standard Collection Notice for situations whereby the school is covered.

Holy Saviour School believes it is important to use the advancements in today's technological climate to provide the wider community with information about the school and its functions. In doing so, people from around the world can learn about the school, its culture and community.

The purpose of usage is generally for praising or promoting the efforts of the student or the school.

However, any photos or video taken by families must be for personal use only and not posted in any public places outside of the school.

Situations requiring specific permission

Any use of photos or video for the **direct marketing** of the school or for use in the public domain, require the school to obtain specific permission from families. Some examples include:

- paid advertisements in local newspapers
- any images that could be accessed via the World Wide Web.

These situations are, in most instances, for the purpose of directly marketing the school or for another purpose for which the school is required to obtain permission.

Parents/carers should notify the Principal immediately if any circumstance arises that would prevent the school from using their child's photo or video images as outlined above.

SAFEGUARD MEASURES

Holy Saviour School recognises that there can be potential risks when placing images, names, works or any other identifying information about students on the school web page or in publications (excluding newsletters). The privacy and safety of the students is considered at all times and hence the following guidelines will assist in minimising any possible risks:

- A student's surname will not be published alongside a photograph
- Class pictures will include three or more children
- Work will be identified by First Name and Initial of Surname and/or class
- Published material will be based on class or school work including extra- curricular activities