

## Use of Student Image - Photographing, Filming and Recording

### Annual Consent Form and Collection Notice

During the school year there are many occasions and events where staff or people hired by Williamstown High School may photograph, film or record students participating in school activities and events. We do this for many reasons including to celebrate student participation and achievement, showcase particular learning programs, document a student's learning journey/camps/excursions/sports events etc, communicate with our parents/carers and school community in newsletters etc.

Due to privacy laws, we require parents/carers approval to use your child's image/photograph, taken in a school context for the purpose of promoting and celebrating events associated with Williamstown High School and that are used and disclosed by the school.

**Unless you tell us otherwise below**, images such as photographs, video or recordings may be used by our school within the school community, as described below:

- Website, School Publications and college managed social media.
- Display in school material such as year books, classrooms, school's newsletter, school magazine
- School promotional material such as billboards and posters.

### Privacy

Photographs, video and recordings of a person that may be capable of identifying the person may constitute a collection of 'personal information' under Victorian privacy law. This means that any images of your child taken by the school may constitute a collection of your child's personal information.

The school is part of the Department of Education and Training. The Department values the privacy of every person and must comply with the *Privacy and Data Protection Act 2014* (Vic) when collecting and managing all personal information. For further information see [Schools' Privacy Policy](http://www.education.vic.gov.au/Pages/schoolsprivacypolicy.aspx) (<http://www.education.vic.gov.au/Pages/schoolsprivacypolicy.aspx>).

### Consent to Use Image

- Williamstown High School understands that parents/carers have the right to withhold permission for our school to use photographs, video or recordings of your child (apart from circumstances where the school is not required to seek consent)
- By checking the boxes below both Student and Parents/Carers have given/not given consent.
- Please *Note: You may choose to consent for none, one or both types of use.*

I have read this form regarding Williamstown High School using photos, video or recordings of my child.