



St Oran's College Permission for Publication of Student Images and School Work

Dear Parent/ Guardian/ Student,

There are times when we may wish to publish a photograph/work material of your child for the following purpose:

- Educational purposes
- To share the results of learning within the school community
- To promote the school within the wider community

Before we can do this we need to have permission from either a parent/ guardian and the student.

PART ONE: Publishing of Promotional Material

We ask that you complete the form below giving / declining permission for your daughter's photograph or work to be published in promotional material by St Oran's College.

I **give/decline** permission for any photographs of my child taken while a student of St Oran's College to be used for the purposes of archival records and / or publicity. This may include the newspapers, school newsletters*/magazine/website, brochures, office T.V., etc.

Signed Parent/ Guardian _____ **Date:** _____

*N.B. School newsletters are posted on the college website.

I **give/decline** permission for my daughter's work while a student at St Oran's College to be used for the purposes of archival records and / or publicity. This may include the newspapers, school newsletters, school magazine, brochures etc.

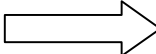
Signed Parent/ Guardian _____ **Date:** _____

Student Signature Required:

I have read and understood this PART ONE of this form and authorise St Oran's College to publish as required for purposes stated above any photographs/school work of mine.

STUDENT NAME: _____ **Tutor Group:** _____

Signature: _____ **Date:** _____

N.B. Please ensure you also sign Page 2 

PART TWO: Publishing on St Oran’s College Internet

There are times when we may wish to publish your daughter’s work material or photograph on the school’s internet website or On-Line Learning Environment. This would be for the same reasons as listed previously.

Students will only be identified on the website by their first name and year at school. Student’s full name, home address and telephone number **will not** be available on the website.

The school will publish the on-line material only on its own website www.storans.school.nz or the school’s On-Line Learning Environment, which has restricted, password protected access.

We ask that you complete the form below giving / declining permission for your daughter’s school work or photograph to be made available for placement in promotional material on the internet by St Oran’s College.

I **give / decline** permission for my daughter’s photograph while a student of St Oran’s College to be used for the purpose of online publication on the school website or On-Line Learning Environment only.

Signed Parent/ Guardian _____ **Date:** _____

I **give/ decline** permission for my daughter’s work while a student at St Oran’s College to be used for the purpose of online publication on the school web site or On-Line Learning Environment only.

Signed Parent/ Guardian _____ **Date:** _____

Student Signature Required:

I have read and understood PART TWO of this form and authorise St Oran’s College to publish as required for purposes stated above any photographs/school work of mine on the official school internet website or On-Line Learning Environment.

STUDENT NAME: _____ **Tutor Group:** _____

Signature: _____ **Date:** _____

“Privacy Act 1993” This information will be used by the school for its own internal administration and distributed to St Oran’s College community. This information will be held at St Oran’s College, 550 High Street, Lower Hutt. It is accessible to staff members of the school, Board of Trustees/ Proprietors. At any time you may request access to the information, and you may request correction of the information.