

NEPN/NSBA Code: IJNDC-E

WEBSITE RELEASE FORM-MSAD#4

From time to time we take pictures and shoot videos to use in our newsletters and for other school publications and projects. One of the district publications is our website located at www.sad4.org. As part of this website, we want to be able to showcase student work and activities and recognize their achievements.

M.S.A.D. #4 has developed the following content guidelines for the District website in this regard.

A. No personal information, including full name, address, phone number, birth date, social security number, or email address of a student, will be provided on a school website.

B. Photographs of large groups of students may be posted on a school website without parental permission as long as individual students are not singled out or identified in any way (e.g., a school assembly, sporting activity, or music festival).

C. Parental permission must be obtained before photographs of individual children or small groups of children (e.g., class photos) are posted on a school website.

D. Students will be identified by first name only unless we have specific parent permission to use the student's entire name such as when an award is presented or student work is displayed. (Photos and rosters of school groups or teams may include full names and or uniform numbers since this information is regularly published in local newspapers as well.)

Please complete and return the form on the following page to your child's teacher promptly.