Dear Parents and Carers,

The Department of Education and Communities have updated their school enrolment forms. In order to have a consistent level of permission across the school we require you to complete the following slip and return to your child’s class teacher as soon as possible.

**Publishing Student Information**

The school/Department of Education and Communities may publish information about your child for the purposes of sharing his/her experiences with other students, informing the school and broader community about school and student activities and recording student participation in noteworthy projects or community service.

This information may include your child’s name, age, class and information collected at school such as photographs, sound and visual recordings of your child, your child’s work and expressions of opinion such as in interactive media.

The communications in which your child’s information may be published include but are not limited to:

- Public websites of the Department of Education and Communities including the school website, the Department of Education and Communities intranet (staff only), blogs and wikis.
- Department of Education and Communities publications including the school newsletter, annual school magazine and school report, promotional material published in print and electronically including on the Department of Education and Communities’ websites.
- Official Department of Education and Communities and school social media accounts on networks such as YouTube, Facebook and Twitter.

*Parents should be aware that when information is published on public websites and social media channels it can be linked to by third parties and may be discoverable online for a number of years, if not permanently. Search engines may also cache or retain copies of published information.*

**Permission to Publish**

I have read the information about publishing student information (above) and

- [ ] I give permission
- [ ] I do not give permission

for the school/Department of Education and Communities to publish information about my child in publicly accessible communications. This permission remains effective until I advise otherwise.

**Student Name:** ____________________________  **Class in 2014:** ________

**Signature of parent/carer:** ____________________________

**Print name:** ____________________________

**Date:** ______________