Dear Parents/Carers

In July of this year the NSW Department of Education and Communities released an updated enrolment form to be used by all NSW Government schools.

One change to the enrolment form is in relation to publishing student information, permission to publish. 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.

Please complete the slip below and return to school by Friday 17 October. Please do not hesitate to contact me at school on 6676 1161 if you would like to discuss this matter further.

Yours sincerely

Debra McKinnon
Principal

(Please return by Friday 17 October 2014)

Permission to Publish – I have read this permission to publish and

☐ I do not give permission
☐ I give permission

to the school/Department of Education and Communities to publish information about my child as described above, including in publicly accessible communications. This signed permission remains effective until I advise the school otherwise.

Student’s Name: ____________________________________________ Class: ________________

Parent/Carer’s Name: ____________________________________________

Parent/Carer’s Signature: ____________________________________________ Date: ________________