



2023 Annual Media Consent Form

During the school year there are many occasions and events where staff 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 and school community in newsletters and on classroom blogs/apps/

This notice applies to photographs, video or recordings of students that are collected, used and disclosed by the school. We ask that any parents/carers or other members of our school community photographing, filming or recording students at school events (eg concerts, sports events etc) do so in a respectful and safe manner and that any photos, video or recordings ("images" of students are not publicly posted (eg to a social media account) without the permission of the relevant parent/carer.

If you do not understand any aspect of this notice, or you would like to talk about any concerns you have, please contact our school on phone (03) 9758 5022 or email fairhills.hs@education.vic.gov.au

A. Use or disclosure within the school community

Unless you tell us otherwise (by completing the 2023 Opt out of Media Form), images of your child may be used by our school within the school community, as described below.

Photographs, video or recordings of students may be used within the school community in any of the following ways:

- in the school's communication, learning and teaching tools (for example, emails, classroom blogs or apps that can only be accessed by students, parents/carers or school staff with passwords eg Compass)
- for display in school classrooms, on noticeboards etc
- to support student's health and wellbeing (eg photographs of pencil grip to assist in OT assessments)

B. Use or disclosure in publications/locations that are publicly accessible

Unless you tell us otherwise (by completing the 2023 Opt out of Media Form), photographs, video or recordings of students may also be used in publications that are accessible to the public, including:

- Fairhills High School website: <https://fairhillshs.vic.edu.au/>
- School newsletter which is publicly available
- Fairgo - School Magazine
- Outside Newspaper/Press events
- Fairhills High School E-sign (located on Scoresby Road)
- **Official** Fairhills High School social media accounts:
 - Facebook: <https://www.facebook.com/FairhillsHS>
 - Facebook Alumni Page: <https://www.facebook.com/FairhillsHighSchoolKnoxAlumni>
 - Instagram: fairhills_high_school_knox
 - LinkedIn: <https://au.linkedin.com/company/fairhills-high-school>

Your child may be identified by first name only in these images (or not named at all).

We will notify you individually if we are considering using any images of your child for specific advertising or promotional purposes.

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**). 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>).

Ownership and Reproduction

Copyright in the images will be wholly owned by the school. This means that the school may use the images in the ways described in this form without notifying, acknowledging, or compensating you or your child.

Parent/Guardian Consent

Fairhills High School understands that parents and 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 – see *our Photographing, Filming and Recording Students Policy*) <https://fairhillshs.vic.edu.au/wp-content/uploads/2021/09/20210528-Photographing-Filming-and-Recording-Students-Policy.pdf>

To provide consent:

If you have read this notice and are comfortable with the school using photos, video or recordings of your child as described above, you do not need to take any further action.

No Consent/Partial Consent:

If you have decided that you **do not** want images of your child to be collected or used for the 2023 school year, **please complete the “2023 Opt Out of Media Form”** and return it to the General Office, either over the counter, by post 330 Scoresby Road, Knoxfield, 3180 or by email fairhills.hs@education.vic.gov.au

You can also complete this form online:

https://docs.google.com/forms/d/e/1FAIpQLScgXWQ_b0pDPYCOVRlIgSPqst4Vyib_NF_NL5iv2SPSQEEBhg/viewform?usp=sf_link

Please note that it may not be possible for the school to amend past publications or to withdraw images that are already in the public domain.



2023 Opt Out of Media Form

Please complete this form to indicate the areas you do give consent (Yes) or DO NOT give consent (No) to Fairhills High School using photos, video or recordings of your child (named below):

Official School Photos (for use on COMPASS and Student ID Card)	<input type="checkbox"/> Yes <input type="checkbox"/> No
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Use within the school community (eg in the school's communication, learning and teaching tools, on display around the school)	<input type="checkbox"/> Yes <input type="checkbox"/> No
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Use in publications/locations that are publicly accessible	
Fairhills High School Website: https://fairhillshs.vic.edu.au/	<input type="checkbox"/> Yes <input type="checkbox"/> No
School newsletter which is publicly available	<input type="checkbox"/> Yes <input type="checkbox"/> No
Fairgo - School Magazine	<input type="checkbox"/> Yes <input type="checkbox"/> No
Outside Newspapers/Press events	<input type="checkbox"/> Yes <input type="checkbox"/> No
Fairhills High School E-sign (located on Scoresby Highway)	<input type="checkbox"/> Yes <input type="checkbox"/> No

Official Fairhills High School social media accounts:	
Facebook: https://www.facebook.com/FairhillsHS	<input type="checkbox"/> Yes <input type="checkbox"/> No
Facebook Alumni Page: https://www.facebook.com/FairhillsHighSchoolKnoxAlumni	<input type="checkbox"/> Yes <input type="checkbox"/> No
Instagram: fairhills_high_school_knox	<input type="checkbox"/> Yes <input type="checkbox"/> No
Linkedin: https://au.linkedin.com/company/fairhills-high-school	<input type="checkbox"/> Yes <input type="checkbox"/> No

Name of Student	
Name of parent/carer	
Parent/carer Signature	
Date	___ / ___ / _____