

Media/Web Release Denial Letter

Directions: The following form should be submitted within 15 days of your child's attendance at this school each year. This form is being provided as a guide. In place of this form, parents may write their own letter. If the child attends more than one school, such as a high school and the School of Technology, both schools should be notified in writing.

Date:	School:
For School Year: 20__ - 20__	Principal:
Student Name:	Parent/Guardian Name:
Student Grade:	Contact Information:
Student Age:	Signature:
Homeroom Teacher:	

I have read and understand the media and/or web release information provided to me in the Code of Conduct. Please implement the following publishing restrictions for my child. I understand that if I wish to change these restrictions within this school year that I will need to notify the school in writing. I also understand that I must re-submit a new restriction form/letter each school year.

Media Release

The district and/or school cannot retract or change any items that were published or which were sent to publishers prior to the parent submitting this form or letter.

Full Restrictions:

_____The school district, school, or teacher may NOT publish the image and/or intellectual property* of my child through any commercial print, broadcast, television media, or district/school/class media productions. This includes school publications such as school newspapers, 'in-school' broadcasts, and yearbooks.

Partial Restrictions:

_____The school may publish the image and/or intellectual property of my child in 'in-school' broadcasts, school newspapers* (these are sent home with students), sports/concert/choral programs, district or school-published literary magazines, and yearbooks; **but not in other public media outlets.** This permission is granted without limitation, reservation, or any fee.

Yearbook Only Restriction:

_____The school district, school, or teacher may only publish my child's image and/or intellectual property in the official school yearbook and in no other forms of media or publication. This permission is granted without limitation, reservation, or any fee.

_____ Other, explain: _____

**online newspapers are used by some schools, see below.*

Web Release

Teachers are instructed never to publish a *minor* child's individual, identifiable photograph to the web *along with* their full first and last name. Instead, they are guided to use the child's first name and initial of last name. In addition, minor aged students are instructed never to use their full names in their posts to teacher blogs.

Full Restrictions:

_____The school district, school, or teacher MAY NOT publish the image and/or intellectual property of my child on any of its various websites, including teacher blogs.

Partial Restrictions:

_____ My child's identifiable image in a group or individual setting MAY BE published to any district, school, or official teacher website, provided that his/her first name and last initial are NOT used. This permission is granted without limitation, reservation, or any fee.

_____ My child's identifiable image and full name MAY BE published in an official online school newspaper. This permission is granted without limitation, reservation, or any fee.

_____ My child's identifiable image MAY NOT be published on any district, school, or official teacher website, but his/her intellectual property such as art work, poetry, essays, responses to teacher questions on blogs, and performances may be posted. This permission is granted without limitation, reservation, or any fee.

_____ Other, explain: _____

**Intellectual property includes, but is not limited to, photographs, audio/video productions, and other written and graphic works.*