



# Wembley Primary School



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Dear Parent/Guardian

Wembley Primary School has recently received clarification of the Education Department's Information Privacy and Security Policy that requires schools to gain parental/guardian permission before using visual images of students such as photographs outside the school environment.

Wembley Primary School regularly uses images of students in a variety of ways to recognise excellent achievement, inform parents and the local community of school matters, publicise events and to promote the school. From time to time we may also be asked to contribute to Education Department materials such as educational videos and the "School Matters" newspaper.

The school also has an Internet site, which may result in your child's image potentially being accessed worldwide through the Internet.

We request your permission to use any images of your child in some or all of the ways listed below. You are of course at liberty to withdraw your consent at any time by contacting the school in writing.

- School Websites/CD Roms/Video/Newsletters/Magazine or any medium in relation to school-related activities.
- Promotional material for the Education Department or School.
- Articles for West Australian/School Matters/Community Newspapers.

Please complete the permission slip below and return to the office as soon as possible.

Thank you.

**Wembley Primary School  
Principal**

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## **VISUAL IMAGES PERMISSION SLIP**

I give permission for Wembley Primary School to use images of the students/s named below

Student(s) Name \_\_\_\_\_ Form \_\_\_\_\_

Parent/Guardian \_\_\_\_\_ (please print)

Parent/Guardian's signature \_\_\_\_\_ Date \_\_\_\_\_

(Please return this to your student's form teacher or the school office.)