



## **Student Media Release Consent Form**

*Frequently Asked Questions for Schools*

### **1. Do all students need to have the Media Release Consent form signed?**

YES. All students will need the form signed by a parent/legal guardian each September.

### **2. Does the Media Release Consent need to be signed every year?**

YES. The Media Release form must be sent home for parental/guardian consent on an annual basis, in case the situation or wishes of the individual change. Parents/guardians may change their permissions in writing at any time.

### **3. Should a signed copy of the Media Release be kept on file?**

YES. Each signed copy of the Media Release should be kept on file for easy reference and access for the duration of the current school year.

### **4. Can a school alter the Media Release form? Is a digital option available?**

NO. The Media Release form must stay intact, it is not to be edited or altered in any way. Please use the pdf document provided, only signed hard copies are permitted at this time.

### **5. Does the School Acceptable Use Policy need to be signed by parents/guardians?**

NO. Part One of the Media Release has been added to the consent form so we no longer need to have the AUP signed by parents. Elementary classroom teachers should discuss the AUP with students in age-appropriate terms and then it should be shared with parents so they are aware of the division's expectations related to the responsible use of technology.

High school students will receive the AUP as an email in September (GSCS student email account), and they do not have to sign it.

### **6. What are the expectations regarding parental communication when it comes to using cloud-based technologies for educational purposes in the classroom?**

Teachers planning to use student images (photographs or videos containing a student's face or recognizable information) should check Part One of the Media Release form for parental consent. If consent has been given, the teacher is still responsible for communicating with parents the particular online tool that will be used, along with the educational purpose.

All teaching staff must complete the Working in the Cloud online course: <https://cyber.gscs.ca/login/index.php>  
The course is designed to provide guidance when it comes to using cloud-based technologies in the classroom.

### **7. Who can be contacted for additional inquiries regarding the Media Release form?**

Please feel free to contact Carrie Lorenz.