

## St. Paul Catholic School Florence, KY 2023-2024 School Year

### Diocesan Guidelines for Student Pictures and Work Published in Media and on Internet

Diocesan policy has been adopted to ensure the safety of our students. The following are standard practices as in accordance with the Diocesan guidelines:

- Pictures of individual students may only be published in the printed media, school video productions and on the school Internet website and social media with written and dated permission from the parent or guardian. **Permission is not required for group pictures (6 or more persons) as long as names are not provided.**
- Student work/picture which identifies the student with first name and first initial of their last name may only be published with parental or guardian permission.
- The currently approved diocesan permission (authorization) form may be used or a locally prepared document that meets the basic criteria spelled out in Policy P5356. A blanket permission form for the entire year is acceptable practice.
- The permission (authorization) form is to be kept in the school office. Staff members are to check for authorization before posting any student photos, names, and work on the Internet website.
- No student information regarding phone number, address, family members or other personal information shall be published on the Internet website.
- Group picture captions should identify the activity or class, not the individual students in the photo. (on school website and social media)

### 2023-2024 St. Paul Catholic School Student Photo, Video, Student Work, Website and Social Media Release Form

Student Name \_\_\_\_\_ Grade for 2023-24 \_\_\_\_\_

Student Name \_\_\_\_\_ Grade for 2023-24 \_\_\_\_\_

Student Name \_\_\_\_\_ Grade for 2023-24 \_\_\_\_\_

Student Name \_\_\_\_\_ Grade for 2023-24 \_\_\_\_\_

Student Name \_\_\_\_\_ Grade for 2023-24 \_\_\_\_\_

\_\_\_\_ Yes, I, \_\_\_\_\_, parent or guardian of the above student(s) do hereby give and grant to St. Paul Catholic School permission to use my child's name, photograph, and/or videotaped image in publications, video productions, and/or school website and social media. I do further certify that I am of full legal capacity to execute the foregoing authorization and release.

\_\_\_\_ No, I, \_\_\_\_\_, parent or guardian of the above student(s) do not hereby give and grant to St. Paul Catholic School permission to use my child's name, photograph, and/or videotaped image in publications, video productions, and/or school website and social media. I do further certify that I am of full legal capacity to execute the foregoing authorization and release.

Signature of Parent or Guardian \_\_\_\_\_ Date \_\_\_\_\_

## St. Paul Catholic School Newspaper Release Form

We like to share the wonderful things students, faculty, staff and parents are doing that make St. Paul a great place to be. We do that in several ways. One is to publish items on our school website and/or social media and another is by sending pictures to the newspapers. When we send pictures, some newspapers request full names with the pictures. In order to publish/send this information we do need parent/guardian permission.

### 2023-2024 St. Paul Catholic School Newspaper Release Form

Student Name \_\_\_\_\_ Grade for 2023-24 \_\_\_\_\_

Student Name \_\_\_\_\_ Grade for 2023-24 \_\_\_\_\_

Student Name \_\_\_\_\_ Grade for 2023-24 \_\_\_\_\_

Student Name \_\_\_\_\_ Grade for 2023-24 \_\_\_\_\_

Student Name \_\_\_\_\_ Grade for 2023-24 \_\_\_\_\_

\_\_\_\_ Yes, I, \_\_\_\_\_, parent or guardian of the above student(s) do hereby give and grant to St. Paul Catholic School permission to use my child's name, photograph, and/or videotaped image in newspaper releases. I do further certify that I am of full legal capacity to execute the foregoing authorization and release.

\_\_\_\_ No, I, \_\_\_\_\_, parent or guardian of the above student(s) do not hereby give and grant to St. Paul Catholic School permission to use my child's name, photograph, and/or videotaped image in newspaper releases. I do further certify that I am of full legal capacity to execute the foregoing authorization and release.

Signature of Parent or Guardian \_\_\_\_\_ Date \_\_\_\_\_