

**Freedom of Information Notice to Parents**  
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**Consent for Imaging or Audio Recording of Students**

During the school year, your child(ren) will be involved in a variety of school related activities consistent with the purpose of educating students in accordance with the *Education Act*.

Examples may include but are not limited to:

- School Yearbook
- School Plays
- Field Days/Athletic Functions
- Science Fairs
- Annual Report of the Director
- School/Board Curriculum Presentations or Teaching Aids
- School and Class Photographs
- Public Speaking Contests
- Education Week events
- School/Board memorabilia.

In addition, public media organizations, upon notification, may be present to cover these events by photographing, audiotaping or videotaping students involved in the above-mentioned routine in-school activities.

**If you wish your child to be excluded from photographing, audiotaping, or videotaping as a part of activities such as outlined above, please notify the Principal of the school in writing as soon as possible. Otherwise the school will assume your consent.**

**A Special Event Student Release Form** is required for the imaging or audio recording of specific programs or activities of the School or Board which are **not** considered part of routine activities and which may be shared outside of the jurisdiction of the School or Board.

Special Event Student Release forms will be sent home for students participating in these types of out-of-school / special Board-sponsored activities, or special projects, as they occur.

A signed release is also required for images or audio recordings to be included on School or Board websites.

**Consent will be obtained each year on student profile sheets for elementary students and through the grade 8 to 9 and subsequent years' option sheet process for secondary students.**

These procedures are designed to ensure the privacy of students in the school and for students within the jurisdiction of the Lambton Kent District School Board, and are in accordance with the Municipal Freedom of Information and Protection of Privacy Act.