

Media Consent Form

During the school year there are many occasions and events where staff may photograph, film or record students participating in Tech School activities and events. This notice applies to photographs, video or recordings of students that are collected, used and disclosed by the school. We ask that any parents/carers or other members of our school community photographing, filming or recording students at Tech School events do so in a respectful and safe manner and that any photos, video or recordings (any "images" of students) are not publicly posted (e.g. to a social media account) without the permission of the relevant parent/carer. The Tech School is seeking your consent to photograph and film your child at school during these events. If you consent, the Department may use the photographs and film (images) of your child in the following ways:

- in the school's communication, learning and teaching tools (e.g. emails, program resources and presentations, communications with Department of Education etc.)
- in our school newsletter and/or partner school newsletters and other communications to the public
- for reporting purposes (e.g. to the Tech School Committee, annual reports, etc.)
- in the school's publicly available website, blog and social media accounts

Your child may be identified by first name only in these images (or not named at all).

Please read this form carefully. If you do not understand any aspect, please contact Banyule Nillumbik Tech School on (03) 92691057 or at banyulenillumbikts@melbournepolytechnic.edu.au.

Privacy Protection

Photographs and film of a person that may be capable of identifying the person may constitute a collection of 'personal information' under Victorian privacy law. This means that any images of your child taken by the Department may constitute a collection of your child's personal information. The Department values the privacy of every person and must comply with Victorian privacy law when collecting and managing all personal information.

Ownership and Reproduction

Copyright in the images will be wholly owned by the Department. This means that the Department may use the images the ways described in this form without notifying, acknowledging or compensating you or your child.

Your Authority and Consent

I have read this form and I consent to the Department photographing and filming my child (the student named below) and I acknowledge that:

- the Department may use images of my child in the ways described in this form from the date that I sign this form
- I must notify Banyule Nillumbik Tech School if I wish to withdraw my consent, but I may not be able to withdraw my consent if the images have already been published and are in the public domain.

Name of student _____

Date _____

Name of parent/ guardian/ carer _____

Signature of parent/ guardian/ carer _____

Relationship to student _____

Recording - authorisation and privacy consent form

Attachment A - Frequently Asked Questions

Who can sign this form?

If you are or the Student and you are under 18 years of age and not considered a mature minor - one of the following people can sign this form (whichever is applicable in the individual circumstances):

- a person who has parental responsibility for "major long term issues" as defined in the Family Law Act 1975 (Cth)
- a person appointed as "guardian" pursuant to the Children Youth and Families Act 2005 (Vic)

Where neither of the above people are available or cannot be contacted, consent may be obtained in the following ways:

1. Court Appointed Guardian

If you or the Student have a person appointed as a "guardian" pursuant to the Guardianship and Administration Act 1986 (Vic), the guardian should sign the consent form.

2. Informal Carer

An Informal Carer is a relative or other responsible adult with whom the Student lives, and who has day to day care of the Student. See the School Policy Advisory Guide for information on informal carers:

<http://www.education.vic.gov.au/school/principals/spag/participation/Pages/admission.aspx>

It is important to note the following:

- The informal carer should provide an Informal Relative Carer Statutory Declaration to confirm their status as an informal carer. A copy of this statutory declaration can be obtained from <http://www.ccyp.vic.gov.au/>
- If a person with parental responsibility for major long term issues and/or a person granted guardianship can subsequently be contacted, their consent should be sought.
- If a person with parental responsibility for major long term issues and/or a person granted guardianship subsequently refuses or withdraws consent, their decision prevails, and the consent and authority under this form will cease immediately.

3. Mature Minor Students

- If you are or the Student is under 18 years of age but is considered a mature minor, he or she is able to sign their own consent form. See the School Policy Advisory Guide for information on mature minors at <https://www2.education.vic.gov.au/pal/decision-making-responsibilities-students/policy>.

4. Persons who are eighteen years of age or older

- If you are or the Student is 18 years of age or older, he or she is able to sign their own consent form unless the Student is subject to a court order.

The above methods of consent apply in situations where parents are divorced or separated, or when the Student is not living with a parent, or a parent cannot be located.

What happens if a new partner of a parent or a de-facto wants to sign the form?

Only a person with parental responsibility, a legal guardian or informal carer can sign this form. A new partner or de-facto partner of a parent cannot sign this form.

What will the School do with this form?

This Consent Form must be retained by the School to demonstrate consent was appropriately given.

For other information about retention of personal information see the Department's Information Privacy Policy located at: <http://www.education.vic.gov.au/Pages/privacypolicy.aspx>.