



Opt-Out Form for Photographs, Audio and Video

Dear Parent or Guardian,

This is the opt-out form for photographs, audio and video for students at Trinity Anglican School (TAS). The school uses photographs and audio, digital, video and other recordings of students for the purpose of education, publicity and student recruitment. This includes a variety of outlets, such as school newsletters, prospectus, department brochures, handbooks, yearbooks and annuals; radio and television advertising; social media and our school website. Your child may also appear in photographs, audio recordings or video recordings that appear in local media outlets, such as newspapers, television news and their affiliated websites.

To opt out means that you, as a parent/guardian, do not permit TAS to publish photographs or audio, digital or video recordings of your child.

To make your preferences known, complete the form and return it to the Director of Admissions and Marketing. If you do not express your preferences in writing, you are giving Trinity Anglican School permission to make and share photographs and recordings of your child. This opt-out will remain in effect for the remainder of your child's time with TAS, unless you advise otherwise.

- * Regardless of any selected Opt-Out option, where an image has been identified to be used as part of a major advertising campaign such as an outdoor billboard or television advertising, TAS will obtain further approval for use of the image from the parent/guardian.
- * Students who are the subject of a completed Opt-Out Form may be removed from a classroom or an area in which photography and/or recording is taking place.
- * Students are also responsible for removing themselves from situations such as events, large groups or outdoor areas where photography and/or recording is taking place.
- * Where a student is included in an image captured in a group or outdoor area, and the individual is not easily identifiable, the photograph may still be used accordingly.
- * Although TAS has no control over personal photos, our obligation would extend to ensuring that these images are not used by the school.

Student FULL Name: _____
(Complete a separate form for each child).

OPT-OUT PREFERENCES

- I do not wish the above student to be included in any **formal class or group photos**.
By selecting this option, your child will not be included when our photographers are taking the annual class or group photos that are available for purchase. These also appear in the TAS year book TRINITAS, are used at our Awards Events and may be used in other internal publications.
- I do not wish the above student to be photographed for **marketing purposes**.
By selecting this option, your child's will not be included when taking any photos for marketing material such as the TAS Prospectus, department brochures, pull-up banners, social media, the internet or any other marketing material that the school would produce to promote TAS.

Parent / Guardian Name _____

Parent / Guardian Signature: _____

Date: ____/____/____