

## Authority to publish student work

Dear parent/carer or student

I am seeking authorisation to obtain and publish material that may identify:

\*Staff member to tick one box below regarding the person whose authorisation is being sought

you - (for students 18 years and over)

your child (for students under 18 years of age)

The material may include photographs, videos, text, illustrations/graphics, sound recordings or other samples of work.

The purpose or purposes for which such material is being collected is shown below:

\*Staff member to tick the appropriate box/boxes below regarding the purpose/s for which the material is being collected

educating students

promoting public education

recognition of student achievement and participation

conducting educational research

promoting the school

professional development of staff.

If you give your authorisation, the school may arrange for the publication of the material in a variety of ways. The publications could include, but are not limited to the following:

- school newsletters (online and in hard copy)
- school's public website
- Department of Education and Communities Internet or Intranet websites
- school annual magazine
- local community magazines/newspapers
- various formats which supplement or support presentations to teachers or Departmental researchers
- other format as indicated below (if applicable).

Telephone Interpreter Service

If you have any difficulty understanding this document or would like further information, please ring the Telephone Interpreter Service on 131 450 and ask them to telephone the school. This service will be free of charge to you.

If you sign the authority below it means that you agree to the following:

1. The material may be published as many times as is required for the purposes mentioned above.
2. If images are collected they may be reproduced in colour or black and white.
3. The images or work samples may be edited for publication purposes and therefore may not appear in the exact form submitted by the student.
4. The images or work samples will not be used for any purpose other than those listed above (unless required or authorised to do so by law).
5. Under the National Education Access Licence for Schools, a copyright licence for schools in Australia, the publication which contains the material, may be made available to other schools and departments. For further information see <https://det.nsw.edu.au/footer/neals>

If you agree to the publication of the material in the manner detailed above, please complete the authorisation and return it to the school by the date shown below.

Date for return of authorisation

## Authorisation

Authorisation to publish by parent/carer or student over 18 years of age is required for all media in which a student may be recognised or identified (for example by face, description, name, voice, context, audio etc).

### Authorisation by student over 18 years of age

I have read this "Authority to publish student work" and agree to the collection, use and/or publication of samples of my work and/or images in the ways described previously. I am over 18 years of age.

Student name (please print) \_\_\_\_\_ Class \_\_\_\_\_

Student signature \_\_\_\_\_ Date \_\_\_\_\_

### Authorisation by parent/carer

I have read this "Authority to publish student work" and agree to the collection, use and/or publication of samples of my child's work and/or images in the ways described previously.

Parent name (Please print) \_\_\_\_\_ Student name \_\_\_\_\_

Parent signature \_\_\_\_\_ Date \_\_\_\_\_