



St. Matthew Lutheran Church & School  
Hawthorn Woods, IL 60047

## PARENTAL CONSENT FORM

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

2018-2019 School Year

Dear Parent / Guardian and Student:

This form allows you to consent to certain items regarding your child's enrollment at St. Matthew Lutheran School, including an agreement to abide by the Technology Tablet Agreement and a release of photographs.

### **IPads**

The St. Matthew Lutheran School Technology Tablet Initiative is an agreement between the student, parent, & St. Matthew as to the responsibility of using one of the St. Matthew Lutheran School's IPads. We ask the parents have a conversation with their child regarding this agreement. The child as well as the parent are asked to sign this document and send back to school.

### **Photo Release**

In the course of attending school, your child will be photographed and video-recorded by a variety of people and in a variety of situations. Your child might be the main subject of the video or photograph – when he/she is receiving an individual award, for example. Or, your child might appear only incidentally in a video or photograph – when he/she is standing with a group of students on stage at a concert when another child's parent/grandparent holds up a cell phone to record the concert, for example. Your child's artwork may be displayed or photographed, or a story written by your child may be displayed or published. Additionally, your child might appear in a video which is recorded in the classroom for the purpose of evaluating or training teachers on instructional techniques in a classroom. This form is intended to both notify you of these activities and to request any necessary permission.

#### **1. Photographs/Video of Non-identified Students Taken at School Events/Activities**

Parents, students, staff, media, the public and others are permitted and authorized to photograph and/or video-record certain school events/activities to which they may be invited as spectators, including, but not limited to: intramural and interscholastic athletic events, school plays, performances of the band or chorus, or other similar events/activities. Anyone in attendance at such an event shall have no reasonable expectation of privacy. St. Matthew Lutheran School may use photographs and/or video of anyone present at such an event on any of the media sponsored by St. Matthew Lutheran School, including, but not limited to: yearbooks, newsletters, website, Facebook, etc. St. Matthew Lutheran School is not responsible for how others may use any such recordings they may make. No consent is needed from parents/guardians and no additional notice will be provided by St. Matthew. Any student (or student's parent) who objects to being photographed or video-recorded, upon timely written request, may be excused from participation in any such event.

#### **2. Video of Non-Identified Students Taken for Instructional/Educational Purposes**

As a general rule, students, parents, the public and the media may not video or audiotape classroom instruction or any other instructional activities that occur in school. However, teachers, principals,

other school/church administrators educational consultants hired by St. Matthew, and students as part of their coursework may use audio and/or video-recording for legitimate educational or administrative purposes, including, but not limited to: evaluating performance, developing skills through self-assessment, training of instructional strategies and techniques to staff, accommodating the needs of staff or students with special needs. Students are not identified by their full name in any such video-recording. In the event a student (or student's parent) objects to being video-recorded for this purpose, the student will participate in the lesson, but will be seated outside of the viewing range of the camera.

### **3. Photographs/Video of Identified Students or Identified Student Work**

St. Matthew Lutheran School may publish photographs and/or video of students, or student work, and identify the involved student(s) by their full names on any of the media sponsored by St. Matthew Lutheran Church and School including, but not limited to: yearbooks, newsletters, website, Facebook, etc. The publication of student names usually occurs when a student or group of students are being recognized for their academic or athletic achievements or some other extraordinary effort. St. Matthew Lutheran Church and School also sometimes grants permission for these photographs/videos of identified students or identified student work to be published in local newspaper or broadcast by a local media outlet. Any student (or student's parent) may opt out of the publication of such information by signing and returning the form below. Note that a student (or student's parent) may opt out of the individual publication of his/her name, but if the student participates in an extracurricular team or activity, his/her name will be published along with the rest of the team/cast/group, his/her name will be published with any group photograph or his/her name, if worn on a jersey, may appear on video, or be broadcast.

**I GRANT**

**I DO NOT GRANT**

my permission for St. Matthew Lutheran Church and School to publish (or release to media) my child's name in connection with the publication of any photograph or video of my child or his/her student work. I understand that, if I do not grant my permission, my child may be excused from participation in any such event. I understand that a written request must be submitted to the school office in a timely manner to ensure my child will be excused from the participation in an event.

**I GRANT**

**I DO NOT GRANT**

my permission for St. Matthew Lutheran Church and School to photograph or video-record my child in connection with the photographing or video-recording of a classroom for education/instructional purposes. I understand that, if I do not grant my permission, my child will participate in the lesson, but will be seated outside of the viewing range of the camera.

I understand that I may elect to revoke my consent at any time notifying the school Principal.

Parent/Guardian Name (Printed): \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_