



## Golden Hills School Division No. 75

### Freedom of Information and Protection of Privacy (FOIP) Act

Golden Hills School Division No. 75 is collecting personal information about you and your child with this Student Registration Form. This personal information is necessary to provide an educational program for your child and ensure a safe school environment for all students and staff.

**Some of the ways the school or district may use personal information are listed below. The Information and Privacy Commissioner's office states that the district does not require written consent from you to:**

- Share information with Alberta Education.
- Use a student's name, related contact information, and telephone numbers to check on a student who is absent.
- Use a student's name and/or photos or videos in the school calendar, newsletter, yearbook, or other internal publication.
- Take and use individual, class, team, club, or school videos/photos within the school community for internal school purposes as part of the delivery of educational programs or services (**not for external uses such as websites or brochures**).
- Use a student's name on artwork or material to be displayed at the school or other district sites.
- Use a student's name on lists such as an honour roll, scholarship, or other awards within the school or district.
- Use a student's name and academic information when the school wishes to apply for provincial and federal awards or scholarships on behalf of the student.

This is not a complete list, but it gives some examples of how the personal information may be used. Your son or daughter may attend or participate in school activities that are open to the general public. Some examples of these activities are sporting competitions, concerts, cultural programs, clubs, field trips, graduation, or other ceremonies. Photos and videos may be taken by members of the public including journalists and media reporters. The district cannot control or prevent the further distribution or use of these photos, videos, images, or other personal information.

**Written consent is required to use a student's personal information for any purpose other than educational programming or the safety of students and staff. Written consent can be revoked at any time by notifying the school principal in writing. Please refer to the attached *FOIP Public Communication & Media Consent Form*.**

Your name, home phone number, home address and postal code are collected under the authority of section 33(c) of the *Freedom of Information and Protection of Privacy Act* (that information relates directly to and is necessary for an operating program or activity of a public body). This information will be used to provide an educational program and ensure a safe and secure school environment for students.

If you have any questions about the collection, contact the FOIP Coordinator, 435A Highway No. 1, Strathmore, Alberta T1P 1J4 or 403-934-5121 ext. 2024.



# Golden Hills School Division No. 75

## Freedom of Information and Protection of Privacy (FOIP) Act

### FOIP Public Communication & Media Consent Form

Our students are working to gather information, connect to other learners on projects and share their work or activities. Written consent is required if the student’s personal information is going to be used for any other purpose outside the school, posted on the school’s public website, or used by the media. **Written consent can be revoked at any time by notifying the school principal in writing.** The following are examples where written consent is required:

- Use of a student’s name, photo, or video in external publications (such as an external website or a promotional brochure).
- Use class, team, club, or school videos/photos that are taken within the school community on the school external website or for marketing purposes.
- Use of a student’s name on artwork/material to be displayed in the community.
- Video or audio recordings posted online (may include technologies such as social media and other emerging technologies).
- Allow a student to participate in media interviews.

**Please fill out the following items to indicate your voluntary consent for your child:**

<p><b>Part 1 - School &amp; District Public Website(s), Social Media, External Publications, External Displays, &amp; Presentations</b></p> <p><input type="checkbox"/> I consent to my child’s information such as photographs, awards, scholarships, prizes, newsletter information, team lists, assignments or projects, art work, video and/or audio recording, interviews, school publications, advertisements, and promotional materials to be used by Golden Hills.</p> <p><input type="checkbox"/> <b>I do not want the information used for any of the above purposes.</b></p>
<p><b>Part 2 - Media</b></p> <p><input type="checkbox"/> I consent to my child being interviewed by the media or appearing in an event being covered by the media.</p> <p><input type="checkbox"/> <b>I do not want the information used for any of the above purposes.</b></p>

**Note:** The District cannot control how the information may be distributed, including print, broadcasts, photographs, and the Internet (for example, websites, online video and social media).

I, being the parent/legal guardian of the student named below, have read and understand the information provided.

Student’s Name: \_\_\_\_\_ Grade: \_\_\_\_\_

School: \_\_\_\_\_

\_\_\_\_\_  
Date: \_\_\_\_\_  
Parent/Legal Guardian Signature(s) #1

\_\_\_\_\_  
Date: \_\_\_\_\_  
Parent/Legal Guardian Signature(s) #2

Note: Only persons having legal guardianship of the student may sign this consent form as parent or legal guardian. If both parents have legal guardianship, both must sign.