



### ***FOIP Registration and Participation Form***

As a public body, Edmonton Catholic Schools is required to act in accordance with the **Freedom of Information and Protection of Privacy Act (FOIP)** which sets out standards as to the collection, use and disclosure of personal information. Personal information about your child is routinely collected by Edmonton Catholic Schools pursuant to the ***School Act*** and ***FOIP***.

Edmonton Catholic Schools is proud of its students' work and takes pride in celebrating and displaying their gifts. Student participation in a variety of activities is viewed as a central part of your child's education. School activities in which personal information may be collected, used or disclosed include:

#### ***School Communication and Identification Uses***

A student's name, grade or photograph may be included in a student record, student identification card, school library card, school yearbook, school calendar, newsletter or other school or district communication.

#### ***Student Works Displays***

A student's name, grade, age, school, photograph, artwork, written material or creative works may be included in a display at the school, a district site or district sponsored display.

#### ***Awards, Scholarships and Other Programs***

A student's name, grade, age, photograph or academic information may be used in order to determine eligibility for government, district or other programs, for awards and scholarships, or for recognition of student participation, honours, awards, scholarships or other distinctions.

#### ***Transportation***

A student's name, grade, age, school, photograph, address, telephone number, program, parent or guardian names or related contact information may be used for the provision of transportation services. A student's image will also be collected and may be used or disclosed in accordance with District Policy 504 which allows for the use of video surveillance on student transportation vehicles.

#### ***Class or School Celebrations***

A student's name, grade or photograph may be circulated in recognition of a student's birthday, St. Valentine's Day exchange or other celebration within the school.

#### ***Activities involving Media and Outside Organizations***

A student's photograph, digital image, video or audio recording may be collected at a non-public activity or event. When a student is not specifically interviewed or identified by name, the information may be used or disclosed by an outside organization. Where a student is specifically interviewed or identified, for example by the use of his or her name, consent provided by the Participant Consent Form and Release will also be required.

#### ***Parent/Guardian Contact***

A student's name, grade, photograph, address, telephone number, parent or guardian names and other related contact information may be disclosed for emergency contact by the school or school appointed volunteer.

In order to use and disclose your child's personal information as listed above, your consent is required. This consent is valid until your child executes another consent at the appropriate transition point (grades 4, 7, and 10). In the event that you wish to revoke or change your consent, please advise your child's principal in writing. In the event that you do not provide consent, the district reserves the right to exclude your child from any activity where use and/or disclosure of personal information may occur.

**I (parent/guardian/independent student) hereby consent to the use and disclosure of the personal information as listed.**

\_\_\_\_\_  
**Signature of Parent/Guardian/Independent Student**

\_\_\_\_\_  
**Date**

## **PARTICIPANT CONSENT FORM**

Opportunities sometimes arise for Edmonton Catholic Schools to spotlight students and promote Edmonton Catholic Schools in district or school displays/publications (newspapers, brochures, videos, television, school/district calendars, billboards, slide shows, workshops, presentations, or other publication venues). With your permission, your child may be photographed, video taped, audio taped, or interviewed during the school year at various school sponsored events. If you agree to allow your child's personal information to be collected and used by Edmonton Catholic Schools for promotional and/or educational district/school purposes, please give your consent and have your child return the form to the school.

Also, the district and/or individual schools are sometimes contacted by the media to do feature stories about a specific school, program, student activity, award, or educational topic. If you agree to allow the media to collect, use and reproduce your child's personal information (in the form of an interview, photograph, digital image, video tape, audio tape or likeness), please sign with your permission below and have your child return the consent form to the school.

### **CONSENT RE: COLLECTION, USE AND DISCLOSURE OF MEDIA BY EDMONTON CATHOLIC SCHOOLS**

I hereby give Edmonton Catholic Schools permission to photograph, video tape, audio tape and/or interview \_\_\_\_\_ (name of child) who attends \_\_\_\_\_ (name of school) while he/she is under the supervision of Edmonton Catholic Schools.

I understand and agree that my child, his/her legal representatives, agents or heirs, will not be provided any financial or other compensation by the District for his/her participation in this regard.

\_\_\_\_\_  
**Signature of Parent/Guardian**

\_\_\_\_\_  
**Date**

### **CONSENT RE: COLLECTION, USE AND DISCLOSURE OF CREATIVE WORKS BY EDMONTON CATHOLIC SCHOOLS**

I hereby give Edmonton Catholic Schools permission to use, publish, display and copyright any artwork, written material or creative work created or authored by my child through school activities. I understand that the artwork, written material or creative work may be used by Edmonton Catholic Schools in district or school displays, publications, websites, other electronic media and advertising or promotional materials. I understand that my child may be identified as the author by first and last name and by grade. I understand that Edmonton Catholic Schools may make minor edits as deemed appropriate.

I understand and agree that my child, his/her legal representatives, agents or heirs, will not be provided any financial or other compensation by the District for his/her participation in this regard.

\_\_\_\_\_  
**Signature of Parent/Guardian**

\_\_\_\_\_  
**Date**

### **CONSENT RE: MEDIA COLLECTION, USE AND DISCLOSURE BY OUTSIDE ORGANIZATIONS**

I hereby give Edmonton Catholic Schools permission to permit outside organizations to photograph, video tape, audio tape and/or interview \_\_\_\_\_ (name of child) who attends \_\_\_\_\_ (name of school) while he/she/is under the supervision of Edmonton Catholic Schools. I understand that this means that a photograph(s), video tape(s), audio tape(s), interview(s), or likeness of my child may be collected, used, reproduced and broadcast by the outside organization.

I understand and agree that my child, his/her legal representatives, agents or heirs, will not be provided any financial or other compensation by the district, media or other outside organization for his/her participation in this regard.

\_\_\_\_\_  
**Signature of Parent/Guardian**

\_\_\_\_\_  
**Date**