

AUTHORIZATION TO PUBLISH STUDENT/PARENT PICTURES ON SCHOOL/DIOCESAN WEBSITES AND IN SCHOOL/DIOCESAN PUBLICATIONS

Our St. Charles Borromeo Catholic School and our Diocesan Catholic Schools Office maintain websites and prints promotional materials. These mediums are used to highlight student/parent accomplishments and other school related involvement. From time to time, we may determine it beneficial to publish pictures of students/parents, as individuals/groups, on websites, in brochures, etc., for any number of reasons, e.g.:

1. Acknowledgment of students/parents receiving honors and achievements;
2. Participation in athletics, student/parent organizations, clubs, or school sponsored, extra-curricular activities;
3. Participation in the school or school-sponsored events;
4. Depictions of students/parents in relation to special school-related occasion or times of year, e.g. athletic events, graduation, school service projects, etc.

We believe that publication of student/parent pictures on publicly accessible websites assists us in promoting the success and benefits of our school and diocese, and the accomplishments and efforts of our students and parents. We would like to seek your approval before considering to use your pictures. Giving permission to use your picture does not necessarily mean your picture will be used. Thank you for your consideration.

_____ **Yes**, I understand the content and meaning of **the Authorization to Publish Student/Parent Pictures on School/Diocesan Websites and in School Diocesan Publications** found above, and I give St. Charles Borromeo School permission to use photos of me and/or my child/children at their discretion.

_____ **No**, I do not grant permission for St. Charles Borromeo School to us photos of me and/or my child/children **School/Diocesan Websites and/or Publications**.

STUDENT/FAMILY DIRECTORY

Each year the Home and School Association prints a student/family directory listing each student by homeroom and including home address, phone number, and parents' first names. HASA will be printing this soon. Please notify the school office by Friday, August 21, if you want all or part of your family information deleted from the directory. **IT WILL BE ASSUMED THAT IF WE HAVE NOT HEARD FROM YOU BY AUGUST 21 THAT ALL INFORMATION MAY BE INCLUDED IN THE DIRECTORY.** Thank you for your attention to this.

HANDBOOKS RECEIPT ACKNOWLEDGMENT

By signing below we acknowledge that we have accessed the school website at www.stcfw.org and viewed the St. Charles School Parent Handbook, which includes the St. Charles Athletic Handbook, and the St. Charles Childcare Handbook. We understand that the handbooks contain important information about the school, its programs and administration, and about the educational and disciplinary policies and procedures that the school maintains in furtherance of its religious mission as part of the Catholic Diocese of Fort Wayne-South Bend.

We agree to follow all rules and guidelines imposed in the school by the school administration and/or the diocese. If we have any questions about the content of the handbook we understand that it is our obligation to ask questions for clarification. This acknowledgment is to be returned to the school after being signed and dated. However, the failure to read the handbook or to sign or return this acknowledgment shall not relieve us of the obligation to follow all rules and guides that the school and the diocese establish or in any way impede or prevent the school administration from operating the school consistent with those rules and guidelines.

DATE

PARENT PRINTED SIGNATURE

PARENT WRITTEN SIGNATURE

STUDENT PRINTED SIGNATURE IF GR. 5-8

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