



**PHOTO OPT-OUT POLICY AND FORM**  
**PHOTOGRAPHY POLICY**

Throughout the year, the Diocesan Catholic Schools often takes photographs of their students engaging in classroom activities and participating in school events. The photographs are used for general marketing purposes in publications, public relations, promotions, and advertising – both in print and online. They are also posted on Facebook, Instagram, Twitter, on the teacher’s classroom pages, and classroom communication platforms as a way to share the students’ school day with their school families. Information is not posted publicly.

To protect our students’ identity, we will NOT use their full names and biographical information in conjunction with photographs designated for promotional purposes to the general public. However, internally distributed materials, such as the school yearbook and newsletter, will include our students’ full name. In the event a third party wishes to publish a news-related story about our school, we will do our best to limit them to the use of the students’ first name and last initial only.

**This opt-out form is effective for the current school year only.**

**Yes, Take Pictures of My Child(ren)**

If you want photographs of your child(ren) to be published as specified above, then **no further action is required.**

**No, Do Not Take Pictures of My Child(ren)**

If you **DO NOT** want photographs of your child(ren) to be published as specified above, you must complete this form and return it to the main office with your registration paperwork.

**PHOTO OPT-OUT FORM**

- I **DO NOT GIVE** my Diocesan Catholic School permission to take photographs of my child(ren) for the following purposes:
- All Print and Online Marketing Initiatives (includes the school’s Website)
- School’s Facebook, Instagram and Twitter Pages
- Teacher’s Classroom Page
- Private on-line classroom platforms (e.g.: Seesaw, Classroom Dojo, etc.)

Parent’s/Guardian’s Name: \_\_\_\_\_

School Name: \_\_\_\_\_ School Year: \_\_\_\_\_

CHILD’S LAST NAME	CHILD’S FIRST NAME	Grade

(This opt-out form is effective for the current school year only)

Parent’s/Guardian’s Signature: \_\_\_\_\_ Date: \_\_\_\_\_

