

Annual Media Consent Agreement

Hamilton-Wentworth District School Board (HWDSB) is committed to protecting student personal information and helping to positively shape the “digital footprint” that students leave when personal information is posted online. Please refer to your school’s website for our *Parent/Guardian Letter on Personal Information* for a full explanation and examples of how we routinely handle student information and protect privacy while meeting legislative requirements.

In keeping with modern learning priorities, the board provides students with access to Microsoft Teams, the HWDSB App Catalogue, Microsoft Outlook email and calendar, as well as the Ministry of Education Virtual Learning Environment or the “HUB”. Online learning environments include synchronous learning, where all participants must be online at the same time, and asynchronous learning, where the content is available for students to access when they choose. In addition, students may use online tools or web apps as deemed appropriate by the classroom teacher.

Students receive age-appropriate instruction on digital citizenship and the safe use of technology. For more information on our policies and directives governing modern learning, see [*Policy 6.1 Modern Learning*](#), along with the [*Responsible Use of Digital Technology Procedure*](#) and [*Ownership, Authorship and AI Procedure*](#). These policies and directives are easily found by using the search function on the board website ([Hamilton-Wentworth District School Board](#)).

Students at HWDSB will use the internet at school and will learn how to make use of the tools that we provide to learn, create, share and collaborate. They will participate in online spaces that are visible within the classroom, and possibly within the school and other sites across the board. Only with your consent will online contributions that are public (i.e., visible *outside* of HWDSB) contain identifying information.

At times during the school year, HWDSB may record, film or photograph students and/or their work to celebrate achievements, or share events, programs and activities. We require your consent to share images, video recordings and other identifiable information about your child where it will be visible to the public (visible *outside* of HWDSB).

We are asking for your consent to allow your child to participate in ways deemed age appropriate by classroom teachers and directly related to their learning and accomplishments. Your consent is completely optional. With your consent, photos/video/audio recordings of your child, their written and creative work, and/or name may appear online beyond HWDSB schools, (i.e., publicly visible to the community or discoverable on the World Wide Web). For example:

- school electronic newsletters sent to our parent community
- classroom/school/HWDSB websites, blogs, and video projects
- classroom/school/board social media accounts (e.g., Instagram, YouTube, etc.)
- school/community media publications or broadcasts
- other educational platforms

(please keep this page for your information)

Media Consent to Disclose Student Information

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Yes, I agree and give my permission for the disclosure of my child's personal information in the forms described (e.g., photos/video/audio recordings of my child, name, written/creative work, social media/website/news media posts) for sharing and celebrating their creative and academic accomplishments by school/board staff and local news media. I understand that once posted online, student information may appear in other publications outside of HWDSB's control.

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NO, I do not agree. I do not consent to the disclosure of my child's identifiable personal information in ways that are publicly visible and/or searchable on the World Wide Web.

Student Name: _____ Grade: _____

Student Signature (if 18 years or older): _____

Parent/Guardian Name: _____

Parent/Guardian Signature (if student is under 18): _____

Date: _____

Your child's classroom teacher will keep you informed throughout the year about modern learning experiences, events and activities planned for students so that you have opportunities to ask questions and change your consent if desired.

If you would like to change your consent at any time during the school year, or if you have any concerns related to the safety of your child with respect to use of personal information, please speak with your child's teacher or the school principal where your child attends.