



Permission Request for the Use of Photographs/Videos

Dear Parents/Guardians,

As the Publications Department continues to enhance its newsletters, website, brochures, and other forms of communication, photographs and video clips of the students are being utilized more often. As the parents and guardians of these students, you can request that your child(ren)'s picture or video not be used in any internal media publication or provided to any external media businesses. (Please note, we cannot prevent external media businesses use of photos and video clips they possess, but we can control not providing these companies with the requested images.)

Examples of where student photos and video may be used:

Internal: Governor Mifflin Publications and Media

e.g. newsletters, website (www.GovernorMifflinSD.org), GMTV television, yearbooks, internal publications

External: Business Publications and Media

e.g. *Reading Eagle*, *BerksMont News*, WFMZ Channel 69 News, various surrounding television stations, newspapers and radio

To prevent your child's picture or video to be used in the above mentioned examples, please put this request in writing. The request should clearly state the following:

Date of Letter

Child(ren)'s Name

School and Grade of Child(ren)

Parent/Guardian's Name and Signature

Indication of where the photos and/or videos cannot be used (internal Governor Mifflin publications and media and/or external publications and media)

Send your written requests to:

Governor Mifflin School District

10 South Waverly Street

Shillington, PA 19607

Attn: Keri Morton, Director of Public Information

If you approve the District using your child's photos and/or videos, you do not need to respond to this letter in any manner.

All written requests will be granted for the current school year only. At the beginning of future school years, this same letter will be sent, and action will need to be taken again to request that your child(ren)'s picture or video not be used. Thank you.