

Dear Parents/Guardians,

Anoka-Hennepin staff, volunteers, representatives of the news media and others occasionally photograph, audiotape or videotape students in the schools. The photos, audiotape and videotape may be used in newsletters, newspapers, activity programs, yearbooks, brochures, on television, in educational videotapes, on Web pages, in Podcasts, and other appropriate uses.

For student protection, a student's photo and name will not appear together on a school Web site or the Anoka-Hennepin School District Web site.

Parents/guardians may choose to limit the use of their child's photo and/or name. Please check one of the following options in each section below:

Section A: Photos

No Restriction: A child's photo will be taken and/or a child may be videotaped or audiotaped for all purposes as described in paragraph 1 above.

Partial Restriction: A child's photo will be taken and used only for the school yearbook (individual and group photos for class and activities), the class photo and school identification records.

Full Restriction: A child's photo will be taken but used **only** for internal school identification records; it will not be used in the school yearbook/class photo.

Section B: Names

No Restriction: A child's name may be used for all purposes as described in paragraph 1 above.

Full Restriction: A child's name will be used only for required official educational records. **(This means it will not be used on honor rolls, in programs for play, concerts or athletic events, in the school yearbook, etc.)**

Print Student Name: _____

Print Parent/Guardian Name: _____

Parent/Guardian

Signature: _____ Date: _____

Please note: All students' photographs are taken and used for internal school identification purposes. If you restrict your child's photos, this identification photo will not be shared with others. It will be used only for school identification purposes (Full Restriction, above).

Although the school will take reasonable steps to prevent your child from being photographed, the school cannot guarantee that your child will not be photographed/videotaped as part of a large group, such as participating in a school assembly, walking through a school hallway, and other situations where there are large numbers of students.

If you have questions, please call Mary Olson, Director of Communications and Public Relations, at 763-506-1111.

Sincerely,

Principal _____