

Electronic Publishing Information 2016-2017



MONMIA PRIMARY SCHOOL

- Learn and Achieve -

Dear Parents/Guardians,

Monmia Primary School believes it is important for online learning to be a part of the learning experience for all students. Changes in the national curriculum for primary students supports this view, strongly emphasising the necessity to teach students how to use the Internet in safe, ethical and productive ways.

Over the next year the school will be introducing new ways for students and teachers to work effectively online. Our aim is to make online learning a part of the everyday learning that happens at our school. It will provide a new opportunity for parents/guardians to be involved in their child's learning and for children to be able to choose to learn anytime and anywhere. The school utilises its website that links to classroom blogs and the school's Twitter account to better communicate the daily happenings at our school.

These ways of working and learning online provide us with the opportunity to share school life with the community through photographs, videos and examples of student work. This will always be presented in a positive light to celebrate our students' learning. For this we need your permission to publish your child's image and/or schoolwork online.

At Monmia, we have a strong commitment to online safety and protection of privacy. To support this we will ensure that only moderated and/or DET endorsed websites are used to display student images. The school will maintain control over online content we publish, with all student work being teacher moderated. The school will be able to remove any video, photo or student work immediately upon parent request. Students will only be identified by their first name.

If you have any queries, please don't hesitate to contact the us for further information.

The school would appreciate it if you could sign the electronic publishing form attached to this letter and return it to school.

Thanking You,

Lorraine Bell
[Principal]



MONMIA PRIMARY SCHOOL

- Learn and Achieve -

**STUDENT AND PARENT/GUARDIAN CONSENT
FOR ELECTRONIC RECORDING &/OR PUBLISHING
2016 - 2017**

Name of Student: _____

Class: _____

Date: _____

Permission is being requested to publish, reproduce and communicate the digital image and/or schoolwork of the above-named student on the school's online web sites and social media spaces as listed below. This consent is for an indefinite period of time.

Digital images and/or schoolwork may include; photographs, video, audio recordings, artwork, school projects, poems, articles, blog posts, podcasts, videos or digital stories.

Permission is being requested to publish, reproduce and communicate on:

- The school's secure *Google for Education* intranet for staff to access at school and at home
- The school's publicly accessible website (<http://www.monmia.vic.edu.au>)
- The school's publicly accessible Global2 blogs as they are created, using <http://global2.vic.edu.au> (eg. <http://tanly.global2.vic.edu.au/>) Links listed on school website.
- The school's publicly accessible video hosting site at SchoolTube (<http://www.schooltube.com/organization/234981/>)
- The school's publicly accessible Twitter stream (<http://twitter.com/MonmiaPS>)
- The school's password protected, student learning spaces at:
 - <https://monmia.dbprimary.net/>
 - <http://www.purplemash.co.uk/monmia>.
 - www.voicethread.com
 - www.mathletics.com

* Your work and/or image may be selected to be used as a resource by the education department. It may be used at conferences, in printed and electronic publications, including the Internet or video for educational purposes. If you agree to do this, the work will appear with your **first name only**.

* Please advise whether your work identifies a living person (other than you) and if so, how your teacher/the DET can contact that person to obtain their consent for your work to be published.

Copernicus Way
Keilor Downs 3038

Phone: (03) 9364 1007 Fax: (03) 9364 1300

Email: monmia.ps@edumail.vic.gov.au

STUDENT AND PARENT/GUARDIAN CONSENT

I,,
(full name of student)

give permission to the State of Victoria (Department of Education and Early Childhood Development) to publish, reproduce and communicate my:

(Please write 'YES' or 'No')

- Digital image and voice [Photograph/Video/Audio Recording]
- Schoolwork.....

STUDENT IDENTIFICATION AND PRIVACY

If published, reproduced and communicated I understand that for privacy purposes my work will be identified using the title of the work, my **first name only**, my year level and school. No other personal information will be published although I accept that that my identity may nevertheless be apparent by association to a number of people. If my work identifies a living person other than myself, I have advised my teacher/the DET how to contact that person to obtain their consent for my work to be published.

INTELLECTUAL PROPERTY AND COPYRIGHT

I understand that I hold the intellectual property rights but grant the State of Victoria (Department of Education and Training) licence to use them at no cost.

I grant permission for the State of Victoria (Department of Education and Training) to allow my work to be made available to other government and not for profit, non-government schools in Australia which are members of the National Education Access Licence for Schools (NEALS). This means that other schools may reproduce and communicate my work.

With reference to the above material, I grant permission to the Department of Education and Early Childhood to use, reproduce, distribute, communicate to the public, publish, publicly perform, publicly display, modify, adapt, translate, upload, download in any form or manner, and incorporate this material into other materials or works in any format or medium for any non commercial purpose and the right to sub-licence those rights. This consent is for an indefinite period of time.

I understand that I can withdraw my consent at any time but I must do so in writing and forward it to the Principal, Monmia Primary School, Copernicus Way, Keilor Downs, VIC 3038.

Student Name: (print)	
Signature:	
Date:	
Parent/Legal Guardian Name: (print)	
Parent Signature:	
Date:	

Copernicus Way
Keilor Downs 3038

Phone: (03) 9364 1007 Fax: (03) 9364 1300

Email: monmia.ps@edumail.vic.gov.au