

## Newburgh Enlarged City School District Media Policy Form

At the Newburgh Enlarged City School District, we believe highlighting our schools, programs, students, faculty, and staff through the use of pictures, videos, audio recordings, and stories is essential toward fostering a great sense of community that promotes our district in a positive way.

The NECSD maintains the right to use photos, videos, audio, names, and/or quotes from our students on the district's websites, social media networks, and in print materials, including stories the district supplies to the media and circumstances in which the media is on school grounds for approved visits or school related functions off school grounds, unless formally notified by a parent or guardian.

The NECSD is offering this form as a notice to opt-out of such releases for your student(s). **Parents or guardians who do not wish to opt-out do not need to take any further action at this time.**

As the parent or guardian of the student identified below, I understand that if I **opt-out**, my child will be excluded from content posted on the district website, social media accounts, or print materials, including stories supplied by the district to local media.

Note: This opt-out policy does not apply to district yearbooks, or videotaping by security cameras in schools, on school grounds, or on school buses.

If you **do not** want your child to be featured in district media, please complete the form below and return it to your child's teacher/homeroom teacher. You can also use the form below to rescind a previously submitted opt-out request.

OPT-OUT/RESCIND FORM FOR STUDENTS	
I, the undersigned parent/guardian of (name of student) _____, ID# _____, a student in the Newburgh Enlarged City School District:	
<input type="checkbox"/>	<b>do not want my child featured on</b> the district website, social media accounts, or print materials, including stories supplied by the district to local newspapers.
Or	
<input type="checkbox"/>	<b>would like to rescind my previously submitted opt-out submission.</b>
_____	_____
Parent/Guardian/Eligible Student (18+) Signature	Date
<b>This form should be returned to your child's teacher as soon as possible.</b>	

**This is a districtwide policy and is not contingent on a specific grade level or school year.  
A parent can opt-out or opt back in at any time.**

To view some of these stories, please visit [www.newburghschools.org](http://www.newburghschools.org) or @NewburghSchools on Facebook, Twitter, Instagram, or LinkedIn.

NECSD policy reference : 5500 Student Records