



Background

To ensure the protection of student information and identification, schools are required to adhere to the following procedure when it is desirable to use digital or news media to showcase students/school achievement and projects, including the publishing of student's name, photograph, videos, interviews, or other work and activities.

Procedures

- 1. Regular School Activity**
Schools and classrooms are not considered public places. Consistent with the doctrine of "in loco parentis" the Freedom of Information and Protection of Privacy Act (FOIP) and the School Act, and schools are responsible for protecting the privacy of students while they are at school. Given this responsibility, annual parental/guardian consent - FOIP Form AF144-A Consent for Public Use of Student Images/Work on the Internet must be obtained before any video, picture, image or work of an individual student or group of students can be posted digitally to a **public** website folder.
- 2. Public Events**
Schools activities, where public spectators have been invited to participate, are considered public events. Under the Freedom of Information and Protection of Privacy Act (FOIP), the taking of videos/pictures and/or the interview of students is permissible by anyone at the event, without first obtaining parental consent. These photos/videos/interviews may be used for promotion of the school or the school board's activities.
- 3. Administrator Responsibility**
Administrators are responsible to ensure that the proper consents are on file and stored in the student's CUM file.
- 4. Additional Information**
For additional information on the Freedom of Information, Protection of Privacy Act, please access the links below or contact the Superintendent.

FOIP Act - <http://www.servicealberta.ca/foip/index.cfm> (Freedom of Information and Protection of Privacy Act F-25 Section 17(2)(j))

Reference:

Education Act s. 2, 33, 53, 56, 196, 197, 222
Freedom of Information and Protection of Privacy Act
Canadian Charter of Rights and Freedoms
Copyright Act
Service Alberta