



NORTHEASTERN SCHOOL DISTRICT

SHAWN D. MINNICH, SUPERINTENDENT
STACEY A. SIDLE, ASSISTANT SUPERINTENDENT
BRIAN K. GELLER, DIRECTOR OF OPERATIONS

PARENT/GUARDIAN REQUEST FOR STUDENT EXCLUSION FROM PHOTOGRAPHS

Dear Parent/Guardian,

The Northeastern School District routinely utilizes visual images of student activities to promote student accomplishments, record school history and advance understanding of the district's educational programs. Such information is considered "directory information" and can be used on the district website, in district publications, and in other appropriate venues. Provision is made for parents/guardians to request that their students be excluded from such photographs/videos, when students are readily identifiable as individuals. A student's parent/guardian may request that his/her child be excluded from such publication by signing the form below and returning it to the principal's office. The request must be re-filed at the beginning of each year for which the exclusion is requested. It is expected that "excluded" students will also accept responsibility to avoid obvious photo or video situations. The school will maintain records of requested exclusions and will make an effort to avoid involving the student in situations where the student will be individually identifiable in photographic or video images.

COMPLETE ONLY IF YOU DO NOT WANT YOUR CHILD TO BE PHOTOGRAPHED/VIDEOED

I/We hereby request that the student listed below be excluded from photographic or video images to be used in district publications or the district website. Please print clearly and include all information.

Student's Name Birthday

School Building Homeroom Teacher

Address Telephone

Parent/Guardian's Email Parent/Guardian's Signature Date

Hand in ONLY if requesting that your child be EXCLUDED from photos/videos.

Exclusion will be kept on file in the school office for one school year and must be re-filed at the beginning of the school year for which it is requested. Excluded students must also accept responsibility to avoid obvious photo and video situations.

**ADMINISTRATIVE CENTER, 41 HARDING STREET, MANCHESTER, PENNSYLVANIA 17345
PHONE: 717-266-3667 FAX: 717-266-5792**

*The Bobcat Way: A Strategic Direction for Northeastern School District
100% of our students will graduate and be fully prepared for a post-secondary education.*