



St Leonard's College

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St Leonard's College Student Images – Management Practices Information for Parents and Students

At St Leonard's College, students and parents have the right to consent to the disclosure of student images. In general student imagery is used to:

- Communicate the College activities and events
- Celebrate student effort and achievement
- Record student participation at St Leonard's, in St Leonard's events, and in the online learning environment if applicable

These uses are a vital part of a school environment and St Leonard's College has implemented the below approach in relation to the responsible management of student images:

1. Parents and students are notified of the current practices pertaining to student imagery via the information provided at enrolment (as detailed herein). This information is also available on our St Leonard's College intranet STL link.
2. St Leonard's College has developed a **Student Images Policy** outlining the use of student imagery, which can be located on our website under stleonards.vic.edu.au/policies.
3. St Leonard's College has developed a standard approach to notification of, and consent to, the usual uses of student imagery.
 - (a) This standard approach involves the consent for the use of student photographs, videos, online learning screenshots and online learning live video stream recordings being sought at the time of enrolment on a separate consent form.
 - (b) This consent includes consent for imagery usage on the College intranet and College specific digital channels of communication including the College website, social media channels, and digital newsletters or emails.
4. As part of our St Leonard's College policy on the use of student imagery, we will provide a separate communication each year to parents pertaining to consent for the use of student imagery for publication in the media such as print media or on alternate paid digital media platforms.
5. Our duty of care to our students remains at the forefront of our assessment and usage of imagery, and the responsible use of photo and video content applies to all St Leonard's College imagery. Our College has developed and documented strict



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assessment guidelines and approval protocols to ensure any student image featured in the media complies with our child protection guidelines.

6. Lastly, with regard to third party media providers, St Leonard's College has clearly stipulated, in writing, to relevant local press partners that student photographs should not be put on a newspaper website unless it is College approved advertisement where specific parental consent has been obtained.