

**South Lakes High School Parents for Choral Arts**

2016/2017 Information, Policies & Releases

REQUIRED FORM

**Please complete the following information and return it by September 28, 2016.**

*Please Print Clearly*

Student Information:

**Student Name:** \_\_\_\_\_ **Graduation Year:** \_\_\_\_\_

**Main Phone:** \_\_\_\_\_ **Student Cell:** \_\_\_\_\_

**Student Email:** \_\_\_\_\_

Household 1 Information:

**Parent/Guardian Name(s):** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Parent Phone(s):** \_\_\_\_\_

**Parent Email(s):** \_\_\_\_\_

Household 2 Information (Please complete if you want a second household listed):

**Parent/Guardian Name(s):** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Parent Phone(s):** \_\_\_\_\_

**Parent Email(s):** \_\_\_\_\_

# South Lakes High School Parents for Choral Arts

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### REQUIRED FORM

#### **Photo/Video Release**

From time to time, the SLHS Chorus releases photos or video to media outlets for publicity purposes. We respect the privacy of our members and will exercise all appropriate discretion and present our students and our program in a positive way. Please note that as a non-profit organization, we are unable to pay individuals for the use of their images. Your approval and signature below will allow us to use any and all photographs and videotapes of your child, and this release will remain in effect through your student's senior year, unless otherwise revoked in writing.

*Note: This release only applies to photos or videos provided by the SLHS Chorus program or the SLHS Parents for Choral Arts Association.*

\_\_\_\_\_ Yes, approval is given for publication of photo / video of my student

\_\_\_\_\_ No, please do not publish photo / video of my student

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### **Student Information Release**

For the SLHS Choral program to plan and implement its program and provide appropriate care and oversight for students, the Choral Director and key SLHS Parents for Choral Arts members require access to information about students. The Choral Director and PCA are very sensitive to the need for privacy and discretion in handling student information, and we request your permission to allow access to the following information. In all cases, information will be shared to the most limited extent required to support SLHS Chorus activities, and all persons with access to student information will sign confidentiality agreements. The Choral Director will have access to all student information. Financial aid information will be handled by the Choral Director alone; however, the Choral Director will need to direct the Treasurer to make changes to the student's account. In addition the following individuals will have access to the information described below:

- |   |  |
|---|--|
| <input type="checkbox"/> Treasurer – Student financial info, contact info | <input type="checkbox"/> Chaperones – student cell phones, medication info (staff or designated chaperones only)                   |
| <input type="checkbox"/> PCA Executive Board– Choral forms                | <input type="checkbox"/> Administrative Assistant, PCA Executive Board – info in Charms (only for program administrative purposes) |
| <input type="checkbox"/> Event Planners/Coordinators – food allergy info  |  |

*This release will remain in effect through your student's senior year, unless otherwise revoked in writing.*

\_\_\_\_\_ Yes, approval is given for the information access described above

\_\_\_\_\_ No, please allow only the Choral Director and Charms Administrator to have access to my child's personal information. *Please note that this may limit how the SLHS Choral program is able to communicate with your family.*

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### **Social Media Policy**

The SLHS Choral Program and Parents for Choral Arts will be working on developing a Social Media policy this year. In the meantime, we request that all students and parents remain aware of their conduct when sharing photos, video, or comments regarding the SLHS Choral program and students on social media. We expect that all parents and students:

- Represent the SLHS Choral Program, the SLHS community, and all students in a positive manner
- Refrain from tagging individuals without their express permission in order to safeguard their privacy
- Secure the appropriate releases or approval before posting any performances to the internet or social sites. South Lakes and FCPS are not responsible for unapproved postings of information or performances.

Please be sensitive to the possibility of intellectual property issues if posting videos. If you have any questions about whether a posting is appropriate, please contact the Choral Director for guidance.

*This release will remain in effect through your student's senior year, unless otherwise revoked in writing.*

We, the undersigned, agree to abide by the expectations described above:

Parent/Guardian 1: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian 2: \_\_\_\_\_ Date: \_\_\_\_\_

Student: \_\_\_\_\_ Date: \_\_\_\_\_