

# INTERNET PERMISSION FORM

Diocese of Lansing guidelines to safeguard students on  
School / Parish Web Pages on the Internet

## Diocesan Guidelines for Student Safeguards

- ? Web page documents may include only the first name and the initial of the students last name with parent’s / guardian’s written permission.
- ? Student’s personal email address may not be published on school / parish website.
- ? Decisions on publishing student pictures, and audio clips are based on parent’s / guardian’s written permission.
- ? Web page documents may not include any information which indicates the physical location of a student, other than attendance at a particular school / parish, or participation in activities.
- ? Documents to be copyrighted need date only.

### Dear Parents,

**The school is asking permission to use your child’s name, picture, class work, or voice on the St. Robert School website. Many times through out the year students are involved in class projects that are worthy of praise. Pictures are taken and stories are written about group activities, sporting events, or field trips. Only students with permission will have their picture, voice or class work published on the website.**

**Please take a minute to check the boxes that you feel are right for your family.**

I give permission for the following to be posted on the St. Robert School website:

- My child’s first name and last initial                    \_\_\_\_\_ YES        \_\_\_\_\_ NO
- My child’s class work    \_\_\_\_\_ YES        \_\_\_\_\_ NO
- Picture of my child alone                                      \_\_\_\_\_ YES        \_\_\_\_\_ NO
- Picture of my child in a group                                \_\_\_\_\_ YES        \_\_\_\_\_ NO
- Child’s name in newsletter or news article                \_\_\_\_\_ YES        \_\_\_\_\_ NO
- Child’s picture in newsletter or news article              \_\_\_\_\_ YES        \_\_\_\_\_ NO
- Audio clip of my child’s voice                                \_\_\_\_\_ YES        \_\_\_\_\_ NO

**Student Name** \_\_\_\_\_ **Date** \_\_\_\_\_

**Parent / Guardian Signature** \_\_\_\_\_