

Photograph and Filming - Consent

At certain times throughout the year Hillbrook students may have the opportunity to be photographed or filmed and have their images used for the following:

Type of publication	Frequency	Audience
School Newsletter	Weekly	Parents and students
Reflections Year Book	Annual	Parents and students
Connections Magazine	Biannual	Parents, prospective parents and past students/parents, website
Website	Ongoing	Public
Videos of School Ceremonies (NEW)	Ongoing	Parents and students – accessed via our private YouTube channel.
Hillbrook YouTube channel	Ongoing	Private – only those with a link can view videos, other than videos shared on the website.
Digital Access YouTube channel	Ongoing	Public
Social Media accounts <ul style="list-style-type: none"> • Facebook • Instagram 	Ongoing	Public – note – Hillbrook does not share current student photos on Social Media platforms.
Welcome to Hillbrook booklet	Annual	Year 7 & new parents
Other school publications /advertising/brochures etc for events such as Hillbrook in Action, Sustainability or School Musicals.	As needed	Students and parents
Magazines/Newspapers	As needed for advertising or stories regarding Hillbrook	Public
Posters, calendars, flyers	As needed for school events/marketing	Public

We may also use these images to promote the school in newspapers and other media or as supporting evidence to gain grants to improve school resources and environment.



Photographs may be taken by teachers, the Communications and Community Relations Manager, other staff and photographers engaged by the school. Any third parties, not employed by the school, will be required to sign a Confidentiality Deed prior to taking any photographs or film and will acknowledge that all photographs and video belong to Hillbrook.

Unless you complete the attached Opt Out Form, your child's photograph or video may be used for the purposes listed on Page 1.

If student images/videos are to be used for any other purposes not listed we will seek individual consent from you.

This consent will remain in force for the duration of your child's enrolment at Hillbrook. You will receive an annual reminder should you need to update or opt out. You can also opt out at any time by emailing communications@hillbrook.qld.edu.au



Photograph and Filming – Opt Out Form

I, _____, Parent / Guardian of the child / children listed below **DO NOT CONSENT** to Hillbrook Anglican School taking and using photographs, video or sound recordings of my child/children for the following (please choose one only):

- 1. Exclude from **all photos**, except annual school photos – see note below.
- 2. Exclude from **all publications** (this will include the Newsletter and Reflections - the student year book), however photos can still be taken to use for “in school” purposes only – see note below
- 3. Exclude from **all external publications only** - website, Connections, social media, marketing and publicity.

NOTE: if you have chosen Options 1 or 2, your child will be responsible for notifying the photographer and removing themselves from any event where photographs or videos are being taken. We cannot guarantee your child might not be included in a large group or action photo, as we take these at Sports Carnivals and other all school or all class events, and they are an important part of Reflections and our Newsletter.

Student Name: _____ Year Level _____

Student Name: _____ Year Level _____

Student Name: _____ Year Level _____

Student Name: _____ Year Level _____

I acknowledge that I will receive an annual reminder about the Photograph and Filming Policy, and I am able to change my consent at any time by emailing communications@hillbrook.qld.edu.au
The Policy and consent form can also be found on the website [here](#).

PARENT SIGNATURE:

Full name	Relationship to child	Parent signature for non consent

Date	/ /
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