



Palmyra Area School District

Annual Do Not Photograph List Notification

The Palmyra Area School District uses several communication methods in its efforts to keep the community informed of district events and student achievements. Examples include an annual report, press releases to local newspapers and television outlets, brochures, and the district website and social media. Many of the approaches target not only parents of students, but also residents of Palmyra and surrounding communities.

Occasionally, the district uses photographs or video footage of students taking part in school events as a means of improving effectiveness of its communication initiatives. Whenever possible, the district identifies by name students who are visible in published photographs or films with the exception of the district website. Parent(s)/guardian(s) do have the right to prohibit the district from photographing or filming their child for use in school publicity. As such, the district develops a **Do Not Photograph** list each year to help ensure that it complies with parent/guardian wishes.

To have your child placed on the **Do Not Photograph** list, parent(s)/guardian(s) should fill out the Media Opt-Out form, located on the District Website under District Info-Annual Notices.

All parent(s)/guardian(s) who wish to have their child added to the **Do Not Photograph** list should fill out a new form on an annual basis. If the district does not receive your yearly form for your child, it will be implied that you give consent for your child to be photographed for school publicity.

Students on the **Do Not Photograph** list may still be photographed or filmed by classroom teachers for internal classroom bulletin boards, presentations, etc. The **Do Not Photograph** list only stops the district from using pictures or video footage as part of external school publicity. Parent(s)/guardian(s) must notify classroom teachers directly to prohibit them from photographing or filming their child for use in classroom displays.