

CHI YUN SCHOOL  
Parent/student audio and video consent form

3rd September, 2018

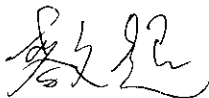
Dear Parents/Guardians :

In order to present students' diverse and comprehensive learning performance, the School has always used photo taking and video recordings to record students' learning inside and outside of school, and will use relevant materials for teaching tracking. In addition to documenting the progress of students' learning, this information can enrich the contents of School publications and web pages, and let parents to know about their children's learning life at school. The school also values parent-child relationship and home-school cooperation, thus, photos and videos of students and/or parents are often needed.

To facilitate the smooth progress of the work and enhance the effectiveness of teaching, the School hopes to get the supports from parents, that is, allowing the school to record and to use the information(photo, video and audio) when necessary. Enclosed is the parents' consent form. Please complete it and return it to the school for processing. If you have any questions, parents are welcome to check with the school.

Thanks for your attention and please return the slip to school by 14<sup>th</sup> September 2018 for School's record.

Yours faithfully,



Mak Man Chiu  
Principal



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I, the parent/guardian of \_\_\_\_\_(student's name) of class \_\_\_\_\_, acknowledge the receipt of the circular regarding **Parent/student audio and video consent form.**

1. I do/do not allow the School to record my child's learning inside and outside of School, and to use the information inside the school , for example : Student Handbook 、 Daily Living Skills 、 Communication aids 、 Homework 、 Campus board 、 Student's Learning record or Teaching sharing, etc.
  
2. I do/do not allow the School to record my child's learning inside and outside the School, and to use the information outside the school, for example : School magazine 、 School web page 、 PTA publication 、 Publications for introducing school or Sharing with institutions associated with the school during seminars, etc.
  
3. I do/do not allow the School to record my own activities inside and outside the school, and to use the information inside the school , for example : Teaching materials 、 Campus board, etc.
  
4. I do/do not allow the School to record my own activities inside and outside the school, and to use the information outside the school, for example : School magazine 、 School web page 、 PTA publication 、 Publications for introducing school or Sharing with institutions associated with the school during seminars, etc.
  
5. This consent form will continue to be effective until my further notice to the school in writing

\* Please mark a tick “✓ ” in the box as appropriate.

Student's Name: \_\_\_\_\_

Parent's/Guardian's Signature: \_\_\_\_\_

Parent's/Guardian's Name: \_\_\_\_\_

Contact Phone No.: \_\_\_\_\_

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