



# Los Alamos Public Schools

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## **Permission to Publish**

Dear Parents/Guardians,

As part of your child's educational program, he or she may have the opportunity to publish assignments and projects on the World Wide Web. These projects may include, but are not limited to, a class homepage, wiki or blog, a story, a poem, a drawing, a research project, photographs, video, audio file, or a multimedia project. Individuals with Internet access will be able to view your child's work. We think this is an exciting and enriching opportunity for your child to publish content for a global audience.

We will publish exemplary work and identify the work with your child's name with your written permission. We would also like permission to include your child in individual or group photographs that are used on our school websites or published in our school newsletters. Please consider the following information, then complete, sign and return page two of this form to your child's school.

Thank you for your participation,

Technology Coordinator  
Los Alamos Public Schools

## **Website Publishing Guidelines (From LAPS Regulation 6145.3R, Publications, Websites and Student Interaction with the Media )**

### 2. Websites...

e. Student work, photographs and names may be posted on a Los Alamos Public Schools' website using the following guidelines:

- i. Student work or photographs posted on the district or a school website shall not be identified using the student's name without written parental permission.
- ii. Each site shall maintain a list of students whose parents or guardians have chosen that their child's name, photograph and work shall not be posted on a school website. Each site will distribute and collect Permission to Publish forms from parents/guardians on an annual basis. The site administrator and site webmaster are responsible for ensuring the names, photographs and work of students whose parents/guardians have "opted out" are not published on a Los Alamos Public Schools' website.



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## Parent/Guardian Permission:

Please complete, sign, and return a copy of this form to your child's school to either grant or deny permission to publish.

Student Name (Print): \_\_\_\_\_ School Year: \_\_\_\_\_

Grade: \_\_\_\_\_ School: \_\_\_\_\_

### PLEASE CHOOSE ONLY ONE

A. I **grant permission** for my student to publish his or her student work, to be included in individual or group photographs, and to be identified on a Los Alamos Public Schools' website or in a school newsletter as described on page one.

B. I **do not grant permission** for my student to publish his or her student work, to be included in individual or group photographs, or to be identified on a Los Alamos Public Schools' website or in a school newsletter as described on page one.

Parent/Guardian name (print): \_\_\_\_\_

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

**Please complete and return within two weeks of receiving the form.**