August 2018

Dear Parents,

Harvey Browne Preschool has a video camera and we will be taping special events in classrooms and the children at play. These videos may be shown to others from time to time such as at the open house so that parents may see their children interacting at school. We will also be taking still photographs of your children participating in many activities at school. Most photographs will be used in the child’s portfolio. Some of these photos may be published in a new “year book” that the Trivia Night committee will be selling in February. We do not post children’s pictures on line with the exception of posting on the web-site with your additional permission. This would never be done without your knowledge and additional written permission. In order to insure that no children’s pictures are posted on the internet without knowledge and written permission of parents, we only allow teachers to photograph children while they are at school. This policy is to insure the privacy, safety and security of all the children who attend Harvey Browne Preschool. Before we video or photograph your children, we would like your permission. Please send in the attached permission slip granting your permission. Thank you!

Sincerely,

Barbara Bailey and the Harvey Browne Faculty

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\_\_\_I give permission for Harvey Browne Preschool faculty to video and photograph my child as he/she participates in activities at Harvey Browne Preschool. I understand that none of these photographs will be posted on the internet without additional written permission.

\_\_\_I do not give permission for my child to be video-taped or photographed at Harvey Browne Preschool.

I agree that any photo I take or that is taken by a friend or family member at Harvey Browne Preschool will not be posted on the internet or any site including social media sites such as Facebook.

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Parent Name (Please Print)

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Parent signature Date