



# URBANA SCHOOL DISTRICT 116

## PUBLICITY AND

## PHOTO RELEASE FORM

SCHOOL \_\_\_\_\_

Urbana School District 116 is making a concentrated effort to promote the positive activities, honors, and work of our staff and students. This includes working with the local newspapers, radio, and television stations and also developing our own publications. These publications include information, likenesses, and images, which may appear on the district web site as well as in other publications.

As we go about this project there will be opportunities for various students to be interviewed and/or photographed and **identified by name and classroom or school**. However, we understand that some parents may request that we do not identify their child(ren). Please fill out the form below to inform us of your wishes regarding publicity. **Please note, however, that your child's image or likeness may appear in occasional candid photos without any type of name identification and the use of these candid photos of your child is permissible. This photo release form does not apply to photographs taken during extra-curricular activities. Students who attend extra-curricular activities forfeit their rights to retain authority over the publication of photos taken.**

**(Please print. Use a separate form for each child)**

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_

I give permission for my child to be interviewed, identified, and/or photographed/filmed for use in district publications, including, but not limited to, publication via web site or other technological publications, videos, newspapers, radio, or television.

I request that you do not interview or photograph my child.

Parent/Guardian Signature \_\_\_\_\_

Date \_\_\_\_\_

**\*\*\* Please return this form to the school as soon as possible. \*\*\***

If we do not receive this form back, we will assume that you do not wish for your child to be interviewed or photographed. This form will be kept on file at your child's school. If a situation arises that may change your child's status regarding publicity, please notify the Public Relations Office in writing as soon as possible. New photo release forms will not be required each school year.

Urbana School District, Public Relations Coordinator, 205 North Race Street,  
P.O. Box 3039, Urbana, IL 61803-3039 (217) 384-3650