



**CUMBERLAND VALLEY
SCHOOL DISTRICT**

Soaring to Greatness, Committed to Excellence

Cumberland Valley School District

Staff Publicity Release Form

During the course of the year, the Cumberland Valley School District uses various types of tools to assist us in our educational program and public relationship projects. These include:

Videotaping: Tapes may be used to showcase a teacher’s work, record a special event, discuss class interactions, and assess learning.

Audio taping: At times individuals have the opportunity to record their verbal expressions when reading a story, singing a song, summarizing a book, speaking a language, or delivering information.

Photographs: Photos can be used for displays, newsletters, publications, district calendar, school memory books, yearbooks, school and district websites.

Media/publications: At times, the media tape a school event and/or interview staff for television purposes or for a newspaper article.

Directory: The primary use for directory information is to include this type of information in certain school publications and school district website. It is generally not considered harmful or an invasion of privacy if released. Examples of school publications are: Playbill or program, yearbook, school newspapers, graduation programs, etc. In addition, directory information may be released to various media outlets in the form of press releases for the purpose of announcing various extra-curricular events and achievements, etc.

If you give permission for your photograph and other information (listed below) to be used in all Cumberland Valley School District publicity and directories, **you do not need to return this form.**

If you do not give permission for your information to be used in all Cumberland Valley School District publicity and directories, please complete the information below (selecting your appropriate preferences). This form should be returned to your Supervisor or Building Principal.

Staff Member’s Name _____ **Job Description** _____

School (s) or Building _____

	YES-I give permission	NO-I DO NOT give permission
Videotaping		
Photograph		
Audio taping		
Work/Products		
Media		
Class Lists/Directory information		
First name/last name		

Signature: _____ Date: _____