



ASPEN GROVE SCHOOL

Admissions Office
7660 Clark Drive, RR 2
Lantzville, BC
V0R 2H0

Telephone: (250) 390-2201
Facsimile: (250) 390-2281

Dear Parent/Guardian:

The freedom of Information and Protection of Privacy legislation came into effect for schools in the fall of 1994. To ensure that we are complying with the legislation, we ask that you read the following information carefully. Please complete a separate form for each student.

1. There are occasions when our school would like to have contact with parents to consult with them directly about school issues or meetings, or to plan school related activities. The school will normally make your name, home address, home phone number, email address, as well as the child's name and grade available to the school, or the committee appointed by the school. Your personal information will not be disclosed to anyone for business or commercial purposes.

Please sign the statement below to indicate your wishes:

- Yes, I permit the release of my personal information for purposes consistent with the above.**
- No, I do not permit the release of my personal information for purposes consistent with the above.**

Signature: _____ **Date:** _____

Student's Name: _____

2. It is a tradition in schools such as ours to allow staff, parents and the media to photograph individual students and groups of students to commemorate events and to promote various educational, sports and cultural events taking place in the school. While photographs add to the community life of our school, they are not required for education purposes. Students' photographs, comments and/or name may be published in the school newsletter, yearbook and, on occasion, the school's annual report, in the news media, or in the advertising media and marketing publications designed to showcase the "Aspengrove School experience".

Please sign the statement below to indicate your wishes:

- Yes, I permit the release of my personal information for purposes consistent with the above.**
- No, I do not permit the release of my personal information for purposes consistent with the above.**

Signature: _____ **Date:** _____

Student's Name: _____