

The ACS Photo & Video Policy is the policy adopted by Temple Christian College which oversees the manner in which we manage consent for photography, filming and audio content within the life of the school.

ABOUT THE ACS PHOTO AND VIDEO POLICY

Temple Christian College develops teaching, learning and promotional materials and publishes them in print and in digital forms as outlined within the ACS (Adelaide Christian School) Photo and Video Policy covering:

Digital - website, social media platforms, electronic direct mail, school apps, presentations

Promotional Material - curriculum booklets, printed flyers, posters, banners, local area advertising (print & digital)

School Publications - school year level photographs, student ID photos, annual year book

Specific/Copyright – third parties (Refer to ACS Photo & Video Policy)

As outlined within Table 2 of the ACS Photo & Video Policy, TCC is required to have a degree of control over the collection, use and disclosure of photographs, film and audio by third parties during school hours for usual uses as outlined within the policy.

The **Temple Christian College Photography, Filming & Audio Services & Confidentiality Agreement** is required as a necessary consent documentation to supports the use of image, video, voice and or creative works of students during their time at Temple Christian College by third parties' services covering: annual student school photography and other official events covered by the school's official professional photographer and or videographer.

The Temple Christian College Photography, Filming & Audio Services & Confidentiality Agreement must be accompanied by evidence of an active Working with Children Check.

CONFIDENTIAL INFORMATION

Temple Christian College will enlist the paid services of a third party to take/produce photo, filming and audio content that is confidential and contains proprietary information (confidential information) about Temple Christian College that is disclosed or submitted orally, in writing or by any other media.

The **Temple Christian College Photography, Filming & Audio Services & Confidentiality Agreement** outlines the third party's obligations with regards to this confidential information.

AGREEMENT WITH ACS PHOTO & VIDEO POLICY

BY COMPLETING THIS FORM:

I acknowledge that I have read the ACS Photo and Video Policy and agree to adhere to its requirements as it applies to third party photography, filming & audio services.

I confirm that I have an active Working with Children's' Check or DCSI and provide the school with my appropriate Unique ID number:

Working with Children Unique ID No: _____ Dated: _____

CONFIDENTIALITY AGREEMENT

I confirm and acknowledge my obligations with regards to Confidential Information as follows:

- I shall not use the Confidential Information: photographs/video/audio and other material for any other purpose other than that which has been agreed to with Temple Christian College
- I shall only disclose Confidential Information to employees and or assistants that are involved with producing the final material required for Temple Christian College and will treat Confidential Information with a specific need to know
- I will not disclose, publish or otherwise reveal any of the Confidential Information taken to any other party whatsoever unless I have specific authorisation from Temple Christian College
- I will not duplicate Confidential Information captured into tangible form unless it is required for the purpose of this agreement

Third Party Name _____
FULL NAME, PLEASE PRINT

Business _____ **ABN** _____

Signature _____ **Date** _____