

TUNG TAK SCHOOL

Shing Mun San Tsuen,

Kam Tin N. T.

Email: tungtak@ttsch.edu.hk



通德學校

新界錦田城門新村

電話: 24761101/24734008

傳真: 24747045

通德學校通告第 20007 號

肖像採用同意書

各位家長：

本校不時輯錄 貴子弟在學校學習時的相片及錄影片段，擬於本校網頁、刊物、電子簡報、展覽中發放，以推動學校的發展工作。

現特修函，徵求閣下同意，允准本校使用 貴子弟於學校的肖像。肖像運用指引如下：

1. 簽署當日生效。
2. 未獲得閣下同意，不會刊登的 貴子弟的任何資料或全名(即姓和名)於網站的肖像上。
3. 本校將保留刊登全名在其他學校刊物的權利。
4. 未獲得閣下同意，不會刊登的 貴子女的個人電郵或郵寄地址，或電話和傳真號碼在校網及印刷刊物上。
5. 本校選用群體肖像時，以附註概括標示，例如「通德學校籃球隊」。
6. 本校只選用 貴子弟穿上合適衣著的肖像，減少這些肖像被不當使用的風險。

煩請填妥隨附之回條，經 貴子弟交回本校。如有查詢，歡迎致電 2476 1101 與顏主任聯絡。

備註：

世界各地的人仕均可瀏覽本校網站。

二零二零年八月廿八日

通德學校

黃偉立校長 謹啟

肖像採用同意書回條 (通告 20007)

黃校長：

我已經閱讀並明白學校對肖像運用的指引。

本人同意 / 不同意 貴校使用敝子弟在學校學習時的相片及錄影片段，於本校網頁、刊物、電子簡報、展覽中發放。

本人同意 / 不同意 貴校使用敝子弟的肖像於學校的網站。

子女姓名： _____

與子女的關係： _____

父母/監護人姓名： _____

地址： _____

簽署： _____ 日期： _____

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**通德學校**

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Our Ref. TTS Notice No. 20007

28th August, 2020

Consent Form for Use of Images

Dear Parents,

Tung Tak School may wish to take/use a photograph / video/webcam recording of your child/ children for display, promotional, instructional or other purposes related to the activities of the School. Such images may appear in school publications, in a PowerPoint presentation, as part of a display, or on the school website.

The guideline are as follow:

1. This form is valid from the date of signing.
2. We will not include detail or full names (which means first name and surname) of any person in an image on our website without good reason and only with your express consent. The School reserves the right to include full names in other School publications.
3. We will not include personal e-mail or postal addresses, or telephone or fax numbers on our website or in printed publications except with your express consent.
4. We may use group images with very general labels, such as "Tung Tak School basketball team"

We will only use images of children who are suitably dressed, to reduce the risk of such images being used inappropriate

To comply with the Data Protection Act, the school requires your permission before any such images of your child/ children are recorded. Please answer questions 1 and 2 below, then sign and date the form where shown. The images taken, or any other information provided by you, will not be used for any other purpose than those indicated on this form.

Please note that images conducted on the website can be seen throughout the world, and not just in Hong Kong.

Yours sincerely,

(Wong Wai Lap)
Principal

Reply Slip Notice No. 20007

Dear Principal,

I have read and understood the conditions of use on the back of this form.

- | | |
|---|---------|
| 1. May Tung Tak School use your child's/ children's image in school publications, in a PowerPoint presentation, as part of a display produced by Tung Tak School for display, promotional, instructional or other purposes related to the activities of the School? | Yes/No* |
| 2. May Tung Tak School use your child's/ children's image on our website? | Yes/No* |

* Delete as appropriate.

Name of Child/Children: _____

Relationship to the child/ children: _____

Name of Parent/Guardian: _____

Address: _____

Signature: _____ Date: _____