

**AGREEMENT TO PUBLISH STUDENT INFORMATION
ON THE BIDDEFORD SCHOOL DEPARTMENT WEB SITE**

The Biddeford School Department maintains an official web site to provide general information about the school system as well as information about educational programs, extracurricular activities, school events, and student and staff achievements.

Maine law requires public schools to obtain written approval from parents/guardians prior to publishing personal information about students on the Internet. This form will authorize the School Department to publish the following:

- A. Full names of students in connection with class rosters, honor rolls, awards received, and team/extracurricular activity participant lists;
- B. Group and/or individual photographs of students;
- C. Individual student or class work may be published on the School Department's web site from time to time in accordance with established guidelines. Such work may include creative writing, research projects, art work, music, performances, and audiovisual presentations. All student work will include a copyright notice prohibiting the copying of such work without express written permission. Copies of the School Committee's Web Site Policy and Guidelines are available at the Superintendent's office, every school office, or on the School Department's web site at <http://www.biddschools.org>.

At no time shall personal information about students (such as home address, telephone number, e-mail address, birth date, social security number, etc.) or any other made confidential by state or federal law appear on the web site. The web site will not include any information that indicates the physical location of students at any given time, other than attendance at a particular school or participation in school activities.

Adopted: April 28, 2009