

Hoover Elementary School Website Photo Posting Policy
November 2008

Thank you to everyone who has graciously taken photos of Hoover activity and forwarded those to the web. Pictures of Hoover students, teachers, administrators and staff engaged in learning make our website special. The children's safety is our greatest concern; therefore we have adopted the following photo posting policy:

1. In order to have a child appear in a photo on the website, a legal guardian must have submitted express, written permission to the principal and it must be on record in the main office.
2. No child will ever be identified, by first or last name, in any photo. The only exception is with a parent's express written permission (such as in the instance of a Hoover Hooray feature).
3. The procedure we follow in ensuring a child has permission to appear on the web is:
 - a. Verify with the main office's list of children whose parents have expressly denied permission to have their children's image appear on the web.
 - b. Have a group image screened by the classroom teacher to ensure all children have permission
4. We are human and accidents do happen. If we make a mistake and your child appears on the web, but you have not given permission, please notify us immediately at Hooverschoolweb@yahoo.com

To help ensure thorough photo screening, we have adopted the following submission policy:

1. Please submit no more than 5 photos, per individual, for any particular event.
2. We can only publish a link to third party online slideshows if all photos solely include a school-wide event that does not include children (such as the Golf Classic).
3. All submissions should be forwarded to Hooverschoolweb@yahoo.com
4. Not all photos may be published. Photos will be published as space allows and according to those which fit the following criteria:
 - a. The photo is representative of school activity or schoolwork
 - b. We strive to feature different children and staff
 - c. Classroom activity photos are preferred