

## Consent to post or publish information for Division Recognition

Edmonton Public Schools is accepting your nomination for Division Recognition. This program recognizes the achievements and contributions of staff, parents/community partners and students in Grades 7 to 12, in the service, merit and team categories.


As part of the submission process, your permission is requested to use your personal information (e.g., image, name, information regarding why you were nominated) in public venues or on the Internet where the general public may have access to the information. Please sign and return this form, indicating your willingness for this content to be used for the purpose of managing the Division Recognition program.

### Information I grant permission to be used:

- First name
- Last name
- Affiliated school or department name
- Contribution information  
(as submitted in nomination letters)
- Photograph

### Examples of use include but are not limited to:

- Posted on social media applications (e.g., Facebook, Flickr, YouTube, Instagram and other emerging technologies)
- Published in online program booklets, newsletters or publications
- Announced at potential event in the fall

CONSENT	
<p>By signing this form, you are consenting to your information being used for the above purposes.</p> <p><b>If no form is returned, it indicates that consent was NOT given and the nomination will not be accepted.</b></p> <p>This content may be kept and used for an undetermined time period as long as it remains relevant and valid.</p> <p>Under the <i>Protection of Privacy Act</i> (POPA), your permission is required for the above to take place.</p>	
Participant name <i>(please print)</i>	Participant's signature
Participant's contact information <i>(phone and/or email)</i>	Signature date
 <b>If you have any questions or wish to withdraw consent, please contact Cathy MacDonald at <a href="mailto:cathy.macdonald@epsb.ca">cathy.macdonald@epsb.ca</a>.</b>	

**Protection of Privacy** – Personal information provided is collected in accordance with section 4(c) of the *Protection of Privacy Act* (POPA) and protected in accordance with section 10 and used and disclosed in accordance with sections 12 and 13 of the Act. It will be used for the purpose of managing the Division Recognition program and celebrating recipients in public venues or on the Internet where the general public may have access to the information. Information collected may be transmitted to and stored on servers outside of Edmonton Public Schools, Alberta and Canada and Edmonton Public Schools cannot guarantee protection against disclosures as a consequence of foreign laws. Edmonton Public Schools may use automated systems in processing this collection of personal information. Should you require further information about collection, use and disclosure of this collection of personal information, please contact Cathy MacDonald at 780-429-8435 or [cathy.macdonald@epsb.ca](mailto:cathy.macdonald@epsb.ca).