

**Portland Public Schools  
Media Visit Notice**

Welcome to our school! We appreciate the opportunity to share what's happening in our schools with our community.

To protect student privacy and comply with federal and state confidentiality laws and school policies, you may not include students in your news story whose parents have denied permission to allow media access. Before talking to, photographing or taping any student, you must confirm with school staff that his/her parent has not denied permission. You may NOT rely on a student's own consent.

**In addition, please be aware that permission to appear in the media does NOT include permission to appear on the Internet.** You must obtain prior written parental approval if any personal information about a student (including full name, photograph, personal biography, e-mail or home address, date of birth, social security number or parents' names) will be published on the Internet. Again, talk with school staff to see if Student Web Publishing permission is on file for each student interviewed or photographed.

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