

PETER NOYES SCHOOL

280 Old Sudbury Road
Sudbury, MA 01776

Annette Doyle
Principal



Kristin J. Moffat
Assistant Principal

Friday, October 31, 2008

NOTICE: Change in Web Page Guidelines

The guidelines around the development and use of Web Pages throughout Sudbury Public Schools have recently been revised. The revision is to reflect a more prevalent position on posting samples of student work, pictures of students and staff, and the use of podcasts and other technology in the teaching and learning process. We believe we are opening up opportunities while maintaining confidentiality and the safety of our students.

A copy of the revised guidelines can be read on our district website: www.sudbury.k12.ma.us. Please note the changes occur in the CONFIDENTIALITY section of the document. Briefly, photos or movies including students may be posted but student names may not be used. Identifying the class the student is in may be indicated. Samples of student work may also be posted but identified by using initials. Parents, wishing to ensure their student is not included on a web page or podcast, may complete the form below.

Finally, we ask that parents respect the privacy and confidentiality of students when photographing or filming student activities. While SPS and its staff cannot be responsible for photos or movies of students posted on non-school websites, we ask that everyone observe the rules of confidentiality.

Thank you for your cooperation.

_____ ***My child's work, photo or voice MAY NOT be included on any district website.***

Student's Name (please print) _____ Grade _____

Parent's Signature _____

Date Signed _____

Please note that at any time, you may reverse your above decisions by providing me with a written note indicating any change.

WE NEED A RESPONSE FROM ALL PARENTS BY FRIDAY, November 7, 2008

Sincerely,

Kristin Moffat, Assistant Principal