



Chinese Language Teachers' Association of South Australia (CLTASA)

Event Participation and Media Consent Requirements

南澳中文教师协会活动参与及媒体使用许可要求

To ensure the smooth running of all CLTASA events and to properly manage the portrait rights and use of works involving students, as well as under-18 audience members and participants, the following requirements are hereby established. All participating schools must strictly comply with these guidelines:

为确保南澳中文教师协会各类活动顺利开展，并妥善处理学生，以及未满 18 岁的活动观众和参与者的肖像权及作品使用事宜，特制定以下要求，请各参赛学校严格遵守：

1. Default Consent Statement 默认同意声明

All students participating in CLTASA competitions or events, as well as under-18 audience members and participants (including but not limited to the *Annual OZCHIN Quiz Bowl*, *Video Competition*, *Awards Ceremony*, etc.), are, by registering, signing in, or participating in the event, deemed to have agreed that:

所有参加南澳中文教师协会竞赛或活动的学生，以及未满 18 岁的活动观众和参与者（包括但不限于年度 *OZCHIN Quiz Bowl*、*Video Competition*、*Awards Ceremony* 等），在报名、登记或参与活动时，即视为该学生或未成年人及其家长/监护人已同意：

- CLTASA and its partner schools have the right to photograph and video record students or underage participants during the event;
南澳中文教师协会及其相关合作学校有权在活动期间拍摄学生的照片及视频；
- The photographs, videos, and works created by students or underage participants during the event may be used by CLTASA and its affiliated organisations for promotional, display, and publication purposes (including print and digital formats), as well as for social media posting.
所拍摄的照片、视频及学生在活动中创作的相关作品，可用于南澳中文教师协会及其合作机构的宣传、展示、出版（包括纸质及电子媒介）、社交媒体发布等。

2. Special Request for Non-Consent 拒绝拍摄与使用的特别申请

If the parent/guardian of a participating student or under-18 audience member/participant does not consent to:

如参赛学生或未满 18 岁的活动观众和参与者的家长/监护人不同意：

- The photographing or video recording of their child during the event;
在活动期间拍摄其孩子的照片或视频；
- The use by CLTASA or affiliated organisations of their child's photographs, videos, or works;
南澳中文教师协会及相关机构使用其孩子的照片、视频、作品等；

They must notify CLTASA in writing (via email or formal letter) before the commencement of the competition or event.

则必须在比赛或活动开始前以书面形式（电子邮件或正式信函）通知南澳中文教师协会。

Upon receiving such written notice, CLTASA will make special arrangements to ensure that the student or underage participant is not photographed or video recorded during the event.

南澳中文教师协会在收到书面通知后，将为该学生或未满 18 岁的活动观众和参与者在活动期间作出特别安排，确保其不被拍摄或录像。

3. Responsibilities of Schools and Teachers 学校与老师的责任

The teacher in charge at each participating school must ensure that the above consent and non-consent conditions are communicated to students and their parents/guardians before registration; 参赛/活动的学校的负责老师须在报名前，确保已将上述许可及拒绝条款告知学生及其家长/监护人；

- The teacher must assist in collecting and submitting any written notices of non-consent (if applicable);
负责老师须协助收集并提交所有拒绝拍摄与使用许可的书面通知（如有）；
- Failure to submit such notice on time will be taken as consent from the student and their parent/guardian.
未按时提交的，将视为已获得学生及家长的许可。

4. Use of the Photo Consent Form 照片同意书的使用

Where necessary, teachers may use the CLTASA Photo Consent Form to request or confirm parental consent for photography and video recording of students during the event.

如有需要，老师可使用《南澳中文教师协会肖像同意书》来申请或确认家长对学生参加活动时的摄影及视频拍摄许可。

- Click here to download: CLTASA Photo Consent Form
点击此处下载表格：《南澳中文教师协会肖像同意书》
- Once completed, the form should be retained by the school and submitted to CLTASA for record before the event.
表格填写完成后，请由学校统一保管并在活动前提交给南澳中文教师协会备案。

5. Special Notes 特别说明

All consent is limited to educational, cultural, and promotional purposes related to CLTASA;
所有许可均仅限于与南澳中文教师协会相关的教育、文化、宣传用途；

CLTASA is committed to managing and using all recorded materials and student works responsibly.
南澳中文教师协会承诺妥善管理和合理使用所有拍摄资料及学生作品。

Permission Form for Photography, Video Recording, and Use of Student Works

PERMISSION TO USE STUDENT PHOTOGRAPHS/VIDEO/ARTWORK

Participating schoolteachers are asked to keep the signed consent forms on file and submit copies to CLTASA when required.

Student Information

Name of student

School

Year level

Name of Chinese teacher

Please tick one

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Consent

I, the undersigned parent/guardian of the above-named student, acknowledge that I have read and understood the “CLTASA Event Participation and Media Consent Requirements” and:

- **Consent** to the Chinese Language Teachers’ Association of South Australia Inc. (CLTASA) and its partner schools photographing, video recording, and using my child’s photographs, videos, or works created during CLTASA events for promotional, display, and publication purposes (including print, digital, and social media).
- Understand that these materials may appear in CLTASA publications, the CLTASA website, approved promotional materials, and media such as Facebook, other social media platforms, and traditional outlets (e.g., newspapers).
- Understand there will be no financial compensation to the student or family, and that all copyright of such materials will be owned by CLTASA.

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No Consent

I do NOT consent to my child being photographed, video recorded, or having their works used as described above. I will provide written notice to CLTASA before the commencement of the event, and I understand that I need to coordinate with CLTASA on how to cooperate and ensure arrangements are made so that my child is not photographed or recorded.

Parent/Guardian Information

Name of parent/guardian

Signature

Date

PERMISSION TO USE STUDENT PHOTOGRAPHS/ARTWORK

Participating schoolteachers are asked to keep the signed media consent forms on file for future reference.

Name of student _____

School _____

Year level _____

Name of Chinese teacher _____

I give permission to the Chinese Language Teachers' Association of South Australia Inc. (CLTASA) to use the photograph/s, video/s and/or artwork of the above named student for approved publications, including the CLTASA website; and/or approved publications for the CLTASA Media Strategy which may include Facebook and other social media sites as well as traditional media such as newspaper ads.

I understand there is no direct financial benefit to either the student or family through the use of the photograph/s, video or artwork and that all copyright is owned by the Chinese Language Teachers' Association of South Australia Inc. (CLTASA).

Name of parent/guardian _____

Signature _____

Date _____

Note: This is a fillable PDF form, which can be completed directly on your computer.