

Authority to Film and Record

The filming/recording will be arranged by:

Branding & Promotions (Teach NSW)

School/Business Unit:

School Workforce

Contact Person Name:

Stephanie Airey

Email:

Stephanie.Airey1@det.nsw.edu.au

The filming/recording will be done internally by the NSW Department of Education (here after referred to as 'the department')

Medium 'footage'

The Department is committed to protecting the privacy of your personal information and health information in accordance with the Privacy and Personal Information Protection Act 1998 (PPIP Act). The information to be collected is outlined below.

- Video (including audio)
- Still photography

Referred to in this document as 'footage'

The Project

The recorded content is intended for promoting teaching as a career, NSW department of Education programs and initiatives, employment opportunities for current and future teachers and positioning the department as the employer of choice. Distribution will encompass social media, paid advertising, and online platforms.

Storage and Access

The footage will be stored on private servers operated by the department. Access to this material is restricted solely to authorised employees of the department of the Branding and Promotions Team. Your personal information will be held and managed by the Department in accordance with the PPIP Act and the HRIP Act. For further information, please see the [Department's Privacy Management Plan](#) and the [Department's Privacy policy](#).

The footage will remain available for use until the department deems it no longer fit for purpose. In the event that the department publishes footage online, web browsers may generate cached or archived copies that could persist even after the department ceases to use the footage.

Publication Media

In connection with the Project the footage may be used by the department in the following:

- on departmental and school websites
- in publicity materials published by the department
- in print digital and online newspapers and magazines
- in school newsletters
- on the department's social media accounts with YouTube, Facebook and Twitter etc

You should be aware that when information is published on public websites and social media channels, it can be discoverable online for a number of years or permanently. Search engines may also cache or retain copies of published information. Published information can also be linked to by third parties.

If you have a concern or complaint about the way your personal information has been collected, used or disclosed you should contact:

Legal Services
NSW Department of Education
Level 5, 105 Phillip Street
Parramatta NSW 2150

Filming/recording start and end date

If the date are approximate then state that.

Approximate date

/ /

Filming location

Acknowledgements and Consents

Filming/Recording: I consent to the department filming me and recording my voice, performances, poses, and actions in connection with the Project described above.

Re-Records: if any re-recording or voice-overs are needed, I agree to make myself available to assist.

Use: I consent to the department using the footage of me for the Project described above, (including to promote the Project).

Video Editing: I understand that the department may edit any video it records, including combining it with other video and audio and adding text or music for the Project.

Inspection: I waive any right to inspect or approve any use of the footage before it is used.

Copyright: I acknowledge and agree that all rights in and to any content captured as a part of the Project, including the copyright, are and shall remain the sole property of the department and I waive any moral rights under the Copyright Act 1968 in the video and audio.

Voluntary: I understand that participation in the filming and recording is voluntary and I will not be remunerated.

Online Reposts: if the footage is posted by the department on the internet the department cannot prevent third parties from posting links.

Interpretation: references in this Acknowledgment to “me” and “I” are references to the person named below as the ‘Talent’.

Name of Talent (person being recorded):	
Age of Talent: 16 or Older 15 or Younger	Name of Parent/Carer:
Signature of Talent:	Signature of Parent/Carer:
Note: Talent aged 15 or younger are not required to sign (their parent or carer will sign instead)	Note: Parent/Carer signature not required if Talent is 18 or older
Date Signed by Talent: / /	Date Signed by Parent/Carer: / /