Sidney Public Schools

Annual Photo Repository Questionnaire

What Parents & Guardians Need to Know

- Parents <u>must opt-in</u> for their child's photograph to be included in the repository.
- Your child's photograph will only be used by law enforcement for the express purpose of locating your child should he/she be reported to law enforcement as missing. No other use by OPI or law enforcement is permitted.
- Photos will be updated annually; if the photo is not updated and the parent doesn't opt-out, the photos will be purged after two years.
- Photographs can be added, updated or removed from the repository at any time upon request by contacting your child's school or district.

Please choose one option below.

☐ I would like my child's/children's photos to be included in the electronic photo repository.

☐ I would **NOT** like my child's/children's photos to be included in the electronic photo repository.

Printed Name of Parent/Guardian: _____   Date: _____

Signature: _____

Students names to include/exclude:

    1.) _____   **2.)** _____

    3.) _____   **4.)** _____

    5.) _____   **6.)** _____

Information about the electronic photograph repository: The repository is authorized by Montana Code Annotated (20-7-1317, MCA) and requires the Montana Office of Public Instruction (OPI) to create and maintain an electronic directory photograph repository of all Montana students for the exclusive purpose of locating missing school-age children. The repository provides immediate and 24/7 year-round access to a child's school directory photograph to law enforcement should a child be reported missing. Annually, districts must provide parents and guardians notice of the repository and a form to opt-in their student(s).

Who will have access to my child's photograph in the photo repository? Your child's photograph will only be used by law enforcement for the express purpose of locating your child should he/she be reported to law enforcement as missing. No other use by OPI or law enforcement is permitted. Access by OPI staff will be strictly limited and controlled to staff or contractors creating and maintaining the repository.

How do I remove my child's photograph from the photograph repository? A parent can opt-out at any time. Contact your school/district to request your child's photograph be removed.

How long will my child's photograph be in the repository? Photos will be updated annually; if the photo is not updated and the parent doesn't opt-out, the photos will be purged from the repository after two years.
Please visit https://dojmt.gov/missing-persons/ to find more information about missing school-age children.