

**IMAGE RELEASE AUTHORIZATION**

The Islamic Center of Boston at Wayland, Inc, or ICB, is a public entity composed of community members, volunteers, and employees. It is ICB Sunday School's policy to not distribute photographs or videos of its students outside of specific school uses, without express parent permission. However, the ICB Sunday School does require the ability to use student and parent photographs and videos for certain purposes, as defined below. The majority of ICB's community members are not employees and are therefore not within the direct control of ICB. ICB School Administration provides a set of guidelines for its volunteer teachers and staff regarding the use of any photographic material pertaining to the classroom including documentation of children, curriculum materials, projects and student work. ICB cannot be held responsible for the use or distribution of photographs or videos of the aforementioned members of the ICB community. Consequences for the violation of policy are managed on a case by case basis by ICB's administrative team.

In order for your child to be enrolled in ICB Sunday School, ICB requires parents to agree to this Authorization. If you have any questions, please email the School Director: [DirectorEducation@icbwayland.org](mailto:DirectorEducation@icbwayland.org)

**Definitions:**

1. "ICB" is defined as The Islamic Center of Boston, Inc., its agents and officers.
2. "ICB volunteers" is defined as volunteer teachers, parents, ICB members, and other individuals who are not employees of ICB.
3. "School Administration" is defined as the ICB Director of Education, Principals, Vice-Principals, Assistant Principals, and administrative employees.
4. "School Use" is defined as the following:
  - a. The ICB Sunday School uses photographs, video, voice, image and names for the following purposes: ICB sponsored events such as the annual fundraiser, end-of-year celebrations or graduation, school assemblies, newsletters, on MSP class pages, and other similar internal ICB activities; and
  - b. The ICB Sunday School uses photographs, videos, voice, and image (but not names) for the following purposes: ICB school emails from School Administration, ICB school presentations to the community (such as the General Body Meeting) or prospective families, and for promotional purposes via the ICB Facebook page and other restricted social media sites that are intended to be accessed by the ICB School community.

**This authorization acknowledges that you, as a parent of a child in the ICB Sunday School, agree to the following:**

1. I acknowledge that ICB cannot be responsible for the actions of every individual within the ICB community, including ICB volunteers.
2. I authorize and irrevocably grant to ICB a worldwide, royalty free permission to use, create derivative works, distribute and publish photographs, videos, voice, image, and name of myself or all of my minor child enrolled in ICB Sunday School, including the likeness of myself and child for School Use.
3. I represent and warrant that I am eighteen (18) years of age or older, that I am the parent or legal guardian of the child, and that I have the full legal capacity and authority to enter into this Image Release Authorization.
4. I, on behalf of myself on behalf of my agents, heirs, attorneys, assigns, and legal representatives hereby fully and forever release ICB and its affiliates from any and all claims, demands, actions, causes of action, or liabilities of any kind related to the subject matter of this Image Release Authorization.
5. This Image Release Authorization will be construed and interpreted in accordance with the laws of the Commonwealth of Massachusetts, without regard to its conflicts of laws principles.