

Lycée Louis Pasteur International French School 4099 Garrison Boulevard SW Calgary, AB, Canada T2T 6G2 T: 403.243.5420 E: bureau@lycee.ca W: lycee.ca





Personal Information Protection Act Policy

The Lycée Louis Pasteur Society collect, use, and disclose personal information in accordance with the Personal Information Protection Act.

The purpose of the Act is to govern the collection, use and disclosure of personal information by organizations in a manner that recognizes both the right of an individual to have his/her personal information protected and the need of organizations to collect, use or disclose personal information for purposes that are reasonable. The Lycée Louis Pasteur Society carrying on business as the Lycée (the "School") believes that the uses listed below are part of a vital, healthy and functioning school and participation of all students is important and encouraged.

The use of a student's name, photo (individual, group, team, club or class), video footage, art work, creative work, school projects, comments, etc. may be used for the following:

- School website, newsletters, yearbook, graduation (book & ceremonies), calendars, productions, awards, publications, displays, student ID cards and other technology mediums;
- Students' production(s)/work)s) may be reproduced for non-profit, educational purposes and shown
 at educational displays, during open houses, in-service sessions and other school-related activities
 both at School and at School sponsored displays and School approved functions;
- The use of student names and academic information necessary for determining eligibility or suitability for provincial, federal or other types of award or scholarships in the event the School applies on the student's behalf;
- Photos and videos of students and classroom activities that are open to the general public may be taken and used for purposes within and outside of the School; the School may not be able to restrict such activity at public events;
- The circulation of personal information is on a "need to know" basis for students with serious, severe
 or life threatening medical conditions, for students who are on school related off-campus activities
 (i.e. athletics, school field trips, etc.).