

ST EUPHEMIA COLLEGE

K-12



MEDIA RELATIONS PROCEDURES

2014

Media Relations Procedures

Introduction

These Procedures should be read in conjunction with the Media Relations Policy.

Procedures

As mentioned in this Policy, all staff at St Euphemia College have the responsibility to report all media contacts to the Principal.

The Principal's responsibility is to approve the context to be included in media statements and uploads.

Parental permission is obtained via the Enrolment Form for students to be photographed, filmed, interviewed or otherwise identified by the media.