

**Medway Public Schools  
Office of the Superintendent**

**ONLINE GALLERY  
PERMISSION**

September 2011

The Medway Public Schools has created an Online Gallery website link ([www.MedwaySchoolsGallery.org](http://www.MedwaySchoolsGallery.org)) on its home page for displaying student artwork and other projects. Posted information may include a student's first name, grade or class, and teacher's name. Last names and photographs of students will not be posted. Your child will not be identifiable from the website posting.

To comply with school district policy, the postings will be approved by a teacher and school administrator. However, if you do not want Medway Public Schools to post any of your child's artwork or projects on the website, **you must notify the district in writing by September 24, 2011.** Your written request not to post artwork or projects should include the child's name and grade and should be addressed to the **Office of the Building Principal in the school your child attends.** Said another way, if the principal's office does not receive your written request that advises the Medway Public Schools to not post your child's artwork or projects on the website, it will be assumed that you have given your permission to do so.

Should you have any questions relative to the Online Gallery or should a parent ever want the specific work of your child removed from the web site, please contact Sue Rorke at 508-533-9315 (or [srorke@comcast.net](mailto:srorke@comcast.net)) or Carol Vogel at 508-533-6066.