



**PTA Reflections  
How to Use the Consent Form**

**The use of the Consent Form is mandatory for the 2011-2012 program year.  
The information provided below offers guidance and provides clarification on its use.**

**Purpose:** The purpose of the Consent Form is to ensure that the children, youth or adults included in Reflections entries, or the parents/guardians of those persons, are aware that their image or voice will be used in the artwork. It is also to help these individuals understand that the entry may be used by National PTA, may be judged at multiple levels, and may be displayed in a number of locations, both public and private.

**Use of the Consent Form:** The Consent Form should be used if a child or adult's recognizable image or voice is included in a Reflections entry. This means, any time there is use of a person's voice or an image of a person from which that person could be recognized, usually involving all or part of the face, then the Consent Form should be used. The form should be used for any person, regardless of age (child, youth or adult). The Consent Form should accompany the Student Entry Form along with the artwork. The use of the Consent Form is most applicable to entries in the Visual Arts, Photography, Film Production, Dance Choreography, and in the Musical Composition categories.

The Consent Form should be used when an entry features the voice of a person in a Reflections entry. This is most applicable to the Film Production and in the Musical Composition Categories.

**Example:** In the Film Production entry, "Prince Hamy Saves Beauty," a child's voice is used as a narrator and a child and adult are used as characters in the film. Thus the entry would require the use of a Consent Form for both children and the adult.

[http://www.ptareflections.org/cs/program\\_gallery/division\\_winners?cat=6&div=intermediate](http://www.ptareflections.org/cs/program_gallery/division_winners?cat=6&div=intermediate)

The Consent Form should also be used if an entry includes the recognizable image of a person. This is most applicable to the Visual Arts, Photography, Film Production, and Dance Choreography categories. If the image is of a person and is recognizable (including all or part of the person's face), then a Consent Form should be used.

**Examples That Require a Consent Form:**



If a person's face is used in whole or in part in a photograph, it requires a Consent Form. If a photo is included in a collage (Visual Arts entry) and includes a recognizable image of a person (especially the person's face), it requires a Consent Form.

**Example:** If another person is included in a Dance Choreography entry, where his or her image is recognizable (especially the person's face), a Consent Form is required.

[http://www.ptareflections.org/cs/program\\_gallery/division\\_winners?cat=2&div=primary](http://www.ptareflections.org/cs/program_gallery/division_winners?cat=2&div=primary)

**Example:** If another person is in a Film Production entry, where his or her image is recognizable (especially the person's face) a Consent Form is required.

[http://www.ptareflections.org/cs/program\\_gallery/division\\_winners?cat=2&div=primary](http://www.ptareflections.org/cs/program_gallery/division_winners?cat=2&div=primary)

### When is a Consent Form NOT Needed?

The form is not needed if the entry does not include recognizable images of another person.

#### Examples That Do Not Require a Consent Form:



Images of shadows, or that show a silhouette of a person's body or parts of a person's body (e.g. feet) do not need a Consent Form. If an image is drawn of a person (Visual Arts entry) and the image is not recognizable of the person, a Consent Form is not needed.

Reflections participants should make a reasonable effort to obtain a Consent Form from persons in their entries. However, in some circumstances, it may not be possible or reasonable to obtain a signed Consent Form. Examples of these types of situations may include taking a photo of a group of children while the student is traveling, filming a video that includes shots of a large audience at a public event, or other similar situations.

**Examples:** If a student is on vacation and takes a photograph of a group of children in Kenya, a Consent Form is not needed.

If a student films part of his entry at a local parade and there are children and adults visible in group shots in the entry, a Consent Form is not needed.