



PARENTAL CONSENT FORM

FOR IN DAYS OF YORE
An album of memories in celebration of the 125th year of
the Anglo-Chinese School

To the Anglo-Chinese School:

I understand that the Anglo-Chinese School Board of Governors (the “Organiser”) is collecting photographs, documents and other memorabilia under the “In Days of Yore” project to build an archival database of the school and use collected material as a basis for a publication to celebrate its 125th year of founding in 2011.

To help achieve this objective, I understand and I agree that:

1. The Organisers can photograph, digitise (including scanning) and make copies by any means of any photographs, documents or other items (hereafter “materials”) which I contribute to the project, and document the comments that I make about the materials, and
2. That the Organisers can use the materials (including comments) that I submit, as well as the resulting copies, (whether they are used in whole or in part), free of charge and in various ways at their discretion including:
 - (a) Publication in printed, digital or other media, and
 - (b) Display in exhibitions (including use in advertising and promotion materials),
 - (c) Reproduction in various forms and media,
 - (d) Use in any other way for the purpose of promoting awareness of the history, identity, traditions and other aspects of the Anglo-Chinese School.

I further understand and agree that the Organisers may share the database with other archives (such as but not only including the Methodist Archives of Singapore), and that they are not required to inform me or seek any further consent from me before they use the materials (including copies made), and the comments that I provide, in the manner and for the purpose set out in this Consent Form.

By signing this Consent Form, I will **not** be relinquishing the intellectual property ownership rights that I may have in the materials that I contribute for this project, save for the rights that I have granted herein.

Parent’s Name: _____ (Father / Mother)
Parent’s Signature: _____

Parent’s Address:
Parent’s Email Address:
Parent’s telephone number:
Date:

Please return this consent form to your teacher by **Monday, 15 November 2010.**

Please prepare the information for your submissions in the draft submission form before you upload them at **www.indaysofyore.net**.

Check that the scanned photographs you will be sending are of 300 dpi.

DRAFT SUBMISSION FORM FOR “IN DAYS OF YORE”

An album of memories in celebration of the 125th year of the Anglo-Chinese School

You will be asked for the following information when you upload your submission/s at www.indaysofyore.net.

Completing this form before you start the uploading process will help you upload your submission efficiently and accurately.

STEP 1

Choose one or more interesting photographs, documents and/or other items belonging to members of your family taken or acquired when they were in ACS. You may also submit similar material from your own school days at ACS.

Get your parents to help you with in this project and get them to sign the attached consent form. The signed consent form must be returned to your teacher.

STEP 2

Set a scanner at 300 dpi and scan the photograph/s. Take a digital picture of the object/s.

STEP 3

Prepare the following information for registration at www.indaysofyore.net

Name:

School: ACS(J) / ACS(P) / ACS(Barker) / ACS(I) / ACS(Int'l) / ACJC

Class:

Parent's Name: (Father / Mother)

Parent's Address:

Parent's Email Address:

Parent's telephone number:

STEP 4

Prepare the following information for EACH item to be submitted.

Date of photograph or object:

Where was the photograph taken / What is the object:

Who is/are in the photograph / Who is the owner of the object:

Write an interesting commentary on the photograph or object:

STEP 5

Log into www.indaysofyore.net, follow the instructions given and submit your material/s.