

# Photo Repository Opt-in

The 2019 Montana Legislature passed Senate Bill 40, requiring the OPI to create and maintain an electronic directory photograph repository of all Montana students for the exclusive purpose of locating missing school-age children. When a student is identified as a missing child, the Montana Department of Justice will provide your child's directory photograph to the appropriate law enforcement authority and include the directory photograph in the missing school-age children PDF. Your child's photograph will only be used by law enforcement for the express purpose of locating your child should he/she be reported to law enforcement as missing. No other use by OPI or law enforcement is permitted. Access by OPI staff will be strictly limited and controlled to staff or contractors creating and maintaining the repository.

Please visit <http://opi.mt.gov/photo-repository> for more information about the OPI electronic photograph repository. Please visit <https://dojmt.gov/missing-persons/> to find more information about missing school-age children.

## What Parents & Guardians Need to Know

- **How to include a child's photograph in the photo repository:** Parents must opt-in for their child's photograph to be included in the repository. Sign this form and return it to your school or district. The school district will notify the OPI that the photo should be included. Only photos of students whose parents have opted-in to the repository will be available to law enforcement.
  - **How to remove a child's photograph from the photograph repository:** A parent can opt-out at any time. Contact your school/district to request your child's photograph to be removed. Photos will be updated annually; if the photo is not updated and the parent doesn't opt-out, the photos will be purged after two years.
- Opt-in: Include my child's photo in the repository
- Opt-out: I do not want my child's photo included in the repository

Child's Name \_\_\_\_\_

Print Guardian's Name \_\_\_\_\_

Guardian's Signature \_\_\_\_\_