

Yearbook Staff Code of Ethics and Commitment Contract

I, (print full name) _____ commit to following these seven principles of the National Scholastic Press Association Code of Ethics. As a yearbook staff member, I will:

- Be Responsible.
- Be Fair.
- Be Honest.
- Be Accurate.
- Be Independent.
- Minimize Harm.
- Be Accountable.

1. I understand that I will need to work before and/or after school, on weekends, or during school breaks if necessary in order to meet my deadlines.
2. I realize that working on the yearbook requires a professional attitude.
3. I will accept fair criticism of my work and strive to keep learning and improving my skills.
4. I agree that yearbook production requires teamwork.
5. Whenever possible, I will help others achieve their goals and deadlines.
6. I will participate in fundraising activities and help to sell ads and books.
7. I will make a commitment to excellence and timeliness regarding yearbook work.
8. I will be responsible for school-owned equipment, including digital cameras, lenses, SD cards, batteries, scanners, camera bags, computers, and software. Computer equipment must be cared for in a careful manner and misuse will not be tolerated.
9. I understand that if, at any time, I fail to meet these expectations, I may be relieved of staff duties and risk class failure.
10. I will maintain confidentiality by not sharing information with those outside of the staff.
11. I will avoid using materials that are copyright protected and making libelous statements.

Your signature confirms you understand all of the information detailed above and serves as your commitment to uphold the ethics and responsibilities involved in being a student journalist.

Student Signature

Date

Parent/Guardian Acknowledgement

I have read the above contract and agree to support the yearbook program as detailed.

Signature of Parent/Guardian

Contact Information

Date

Date Due: _____