



KYAMATE Secondary School

Student Media Submission Form

Instructions:

- Provide accurate details as requested.
- Ensure all media is appropriate and represents the school positively.
- Submit the completed form and any media to the ICT Department or Mr. Chris Kamusiime (+256784004-681).

-You may use an extra sheet of paper in case the writing doesn't fit in the space provided – remember to reference it!

Student Information

- Full Name: _____
- Class/Year (e.g., S.1, S.4, A-Level): _____
- Contact Number (if available): _____

Media Submission Details

- Type of Media: ☐ Photos ☐ Videos ☐ Other (specify: _____)
- Description of Media (e.g., 'Photos of football match, 2024 Sports Day'): _____
- Event/Activity Depicted (e.g., Sports Day, Science Fair): _____
- Date of Event/Activity (if known): _____
- Individuals Featured (if any, list names and roles): _____
- Have you obtained permission from individuals featured? ☐ Yes ☐ No

Submission Method

- How will you submit the media? (Check one): _____
- ☐ Physical copies to ICT Department
- ☐ Digital files via email to ckamusiime2@gmail.com
- ☐ Digital files via USB drive to ICT Department
- ☐ Other (specify: _____)

Declaration

I confirm that the information and media provided are accurate and appropriate for use on the Kyamate Secondary School website.

Signature: _____ Date: _____

For Office Use Only

Received by: _____ Date: _____

Verified by: _____ Department: _____

Media Approved: ☐ Yes ☐ No Reason (if not approved): _____