

Photo and Video Policy

The Parish of Darfield, All Saints and St. Michael, Great Houghton



The Parochial Church Council is committed to the following principles and practices:

Photography and Video of Children

- Written parental permission for all children (aged less than 18 years) must be obtained before they are photographed. Leaders must inform photographers prior to an event of any children who should not be photographed.
- In those situations where prior written parental permission has not been obtained (for example, at a Bring and Share Lunch), verbal consent must be obtained before photos and video of children are taken and written consent must be obtained before those images are used in any form.
- If written parental consent has not been obtained for a child who is included in a group shot (e.g. nativity play), the individual publishing the picture on the website, in a newsletter or other media will obscure the image of that child prior to publishing or displaying the photo.
- Photos and videos will have the minimum necessary amount of personal data accompanying them when shared in line with GDPR.
- Children in photos will not be named without the express permission of the person with parental responsibility for that child.
- If naming a child or group of children in an image is considered necessary and written parental permission has been granted, first names will only be used.
- Photographers should not photograph any child who has asked not to be photographed.
- Images should focus on small groups rather than individuals.
- All concerns regarding inappropriate behaviour or intrusive photography should be reported to a member of the clergy and the Parish Safeguarding Officer.

Photography and Video of Adults

- At any time an individual adult or small group of adults are photographed or filmed, each adult must be asked for either written or verbal consent before their image is used.
- The taking of photographs, film or other images of vulnerable adults is not appropriate without prior consent.
- Special care must be taken when using any image of a vulnerable adult in general publicity or in print publications. All images must maintain the dignity of the individual.
- Photographers/videographers submitting photos/video to the church for use must provide written releases from the adults in the picture or sign a release stating that they obtained verbal consent from the individuals in the photo.

Since having your photo taken in Church and shared widely is not an integral part of Christian worship, people are unlikely to expect it. Since data which conveys a person's religious beliefs counts as sensitive personal data it is therefore fair and transparent to issue a privacy notice and ensure it is appropriately visible.

Sample Privacy Notice:

We occasionally take photos and video during Church run activities for use in Church, printed materials (including publicity) and on our website and Facebook page. If you object to your image being used in these ways please let the Rector know by phone or email so that we know not to use your image. A copy of our Photo and Video Policy can be viewed on our website.

<http://www.darfieldallsaintschurch.org.uk/>

Reviewed and Ratified: 22.10.19

Copy to: Sheffield Diocesan Safeguarding Advisor