PHOTOGRAPHY & FILMING POLICY

Photography or filming may take place at any of our events, is common practice, and helps us to inspire people outside or on the edge of church to engage with God. It provides a creative means to tell the story of what God is doing in and through his church at St. Mark’s Coventry. Furthermore, our use of images helps to the demonstrate the diverse groups of people engaging in and enjoying being part of the church community. We ensure compliance with safeguarding laws and are supported by our Safeguarding Officer and the Diocesan Safeguarding Team.   
  
By taking and publishing photographs St. Mark’s is exercising its rights to freedom of expression and the rights of the public to receive information, and recording its interest in creating and archiving a historical record of events by taking and retaining photographs which also have an indefinite period of promotional value, which are also ‘legitimate interests’.

Unfortunately, there are people out there who will use photos and videos for negative purposes, such as bullying, grooming, locating, and trolling. These can all start with a misjudged image. With that in mind we ask our volunteers to abide by the following principles.

**Volunteer Event Photographers**

Often, St. Mark’s services and events will have a volunteer photographer in attendance. This is someone who is taking photographs or videos for inclusion in St. Mark’s communication channels.

When acting as an official event photographer, volunteers should:

* Be recorded on the volunteer management system.
* Make themselves known to the service/event leader on the day.
* Wear an identifying badge or t-shirt at all times during the event.
* All recorded images should be stored securely and used only for the purposes set out in this policy.
* Delete images from their personal devices as soon as practical having transferred those images securely to the event team.
* Any photos of children under the age of 18 require permission from parents/carers.
* All photos should be taken sensitively, no photos will be taken during prayer ministry.

**Publication of Event Images**

Images captured at events may be published on that event’s social media feeds and/or that event’s website.

**Notifying Participants**

Where photography is taking place at an event then participants should be notified either by the service/event leader or by the pre-event notice screen roll or by a paper notice on entering the church.

**Right to Object**

Importantly, under General Data Protection Regulations (GDPR), individuals have the right to object to their images being processed. Whilst it is not always possible to avoid an specific image being captured, where someone does object then reasonable attempts should be made to avoid photographing that individual, and all identified images of them should be deleted on request at the earliest possible opportunity unless there appears to be a reason why the image should be retained under data protection or other laws or duties.

All objections for the processing of images captured by official volunteer event photographers should be raised with St. Mark’s staff team prior to any images being deleted, and be formally recorded as an incident.

**Identity**

In some cases it is particularly important to protect an individual’s identity, such as where someone might be employed as a social worker or where a child may need protection. As such, it is critical that event teams are mindful of, and sensitive to, such situations.

Names should not be used when presenting images of children, and further care should be taken when children may be wearing clothing (such as school uniform) which could aid identification.

**Appropriate Clothing​**

Under no circumstances should images be captured or shared of individuals in a state of undress. Furthermore, where images of children are concerned, additional care should be taken that they are not clothed in a way that could cause them embarrassment, lead to bullying, or result in other inappropriate actions.

**Always Positive**

Images that are published or shared should positively reflect people’s involvement in church and should always come from the perspective of celebrating people as opposed to shaming or making fun of them.

**Inclusivity**

Wherever possible, photographs should represent the broad range of people at an event and include people from as wide a range of backgrounds as possible.