

Appendix 2: Safe Use of Images Policy: Live Streaming Services and other public events

This guidance needs to be read in conjunction with St Paul's Safe Use of Images Policy, approved by the Parochial Church Council on 10th March 2020.

From 6th September 2020, we plan to commence Sunday public worship with a considerably smaller congregation, due to COVID-19 restrictions. For this reason and because we have recognised the opportunities for mission that live streaming offers, we intend to continue to live stream our services whilst they are simultaneously open to the public.

This policy addresses the Safeguarding, Data Protection and Licensing issues which need to be addressed when live streaming public worship.

Data protection:

1. The basis for processing personal data arising from live streaming public services is 'legitimate interest'. This comes from our mission as a church to promote the Gospel. We will not seek the consent of each person attending the services of public worship, but we will ensure that everyone has the opportunity not to be filmed, if that is their wish. Otherwise consent will be assumed.
2. Our publicity, service announcements and signage will ensure that all people attending our public worship services know when the service is being live streamed. Members of the congregation will be advised on entry and via our publicity, where to sit if they wish to be out of camera shot.
3. Camera operators will be given clear direction to ensure that the camera angles only capture the sanctuary area for the 10.00am service and the carpeted area immediately in front of the sanctuary area for the SIX:30 service. *(diagram attached)*
4. Personal privacy will be maintained during the administration of Holy Communion. A gently moving image will be substituted for the live images for the duration of communion, indicating that the live images will resume shortly.
5. Consent to live streaming will be assumed for everyone who volunteers to be on a rota of musicians, intercessors, lesson readers and other roles which may arise from time to time in a service.
6. The service will be streamed on the Vimeo platform via our website and Facebook. Recordings will remain on the website for six months, after which they will be archived, and access restricted to the website and Vimeo administrators. Once archived, recordings will not be broadcast again without the permission of the principal participants and anyone else who can be clearly identified in the images.

Safeguarding:

1. St Paul's custom is for families and their children to sit towards the front of the church. Children generally sit on the carpeted area. Whilst this area will not be in camera shot, it is possible that children's images may be captured if they stray onto the sanctuary area. We do not wish to stifle aspects of children's ministry which are working well. However, parents will be advised of this risk and if they are concerned about an inadvertent breach of privacy, they may choose to sit elsewhere.


2. We will not film children and young people's involvement in the service except with the explicit consent of the parent in relation to the specific activity.
3. Through our publicity, adults who may be vulnerable from being identified on camera, will be aware of how they can remain out of camera shot. Where we become aware that any adult's vulnerability may raise questions about their ability to understand the implications of being within camera shot, the parish safeguarding officer will ensure that informed consent is obtained in accordance with our policy.

Licensing:

1. St Paul's Church holds the following CCLI Licence:
 - Church Copyright Licence + Streaming
 - SongSelect Premium
 - Music reproduction Licence
 - Church video Licence
 - PPL Church Licence
 - CLA Church Licence
 - PRS for Music Church Licence
2. Service leaders and preachers will ensure that all visual images displayed during services fully comply with copyright.

Policy approved by St Paul's Parochial Church Council on 3rd August 2020.

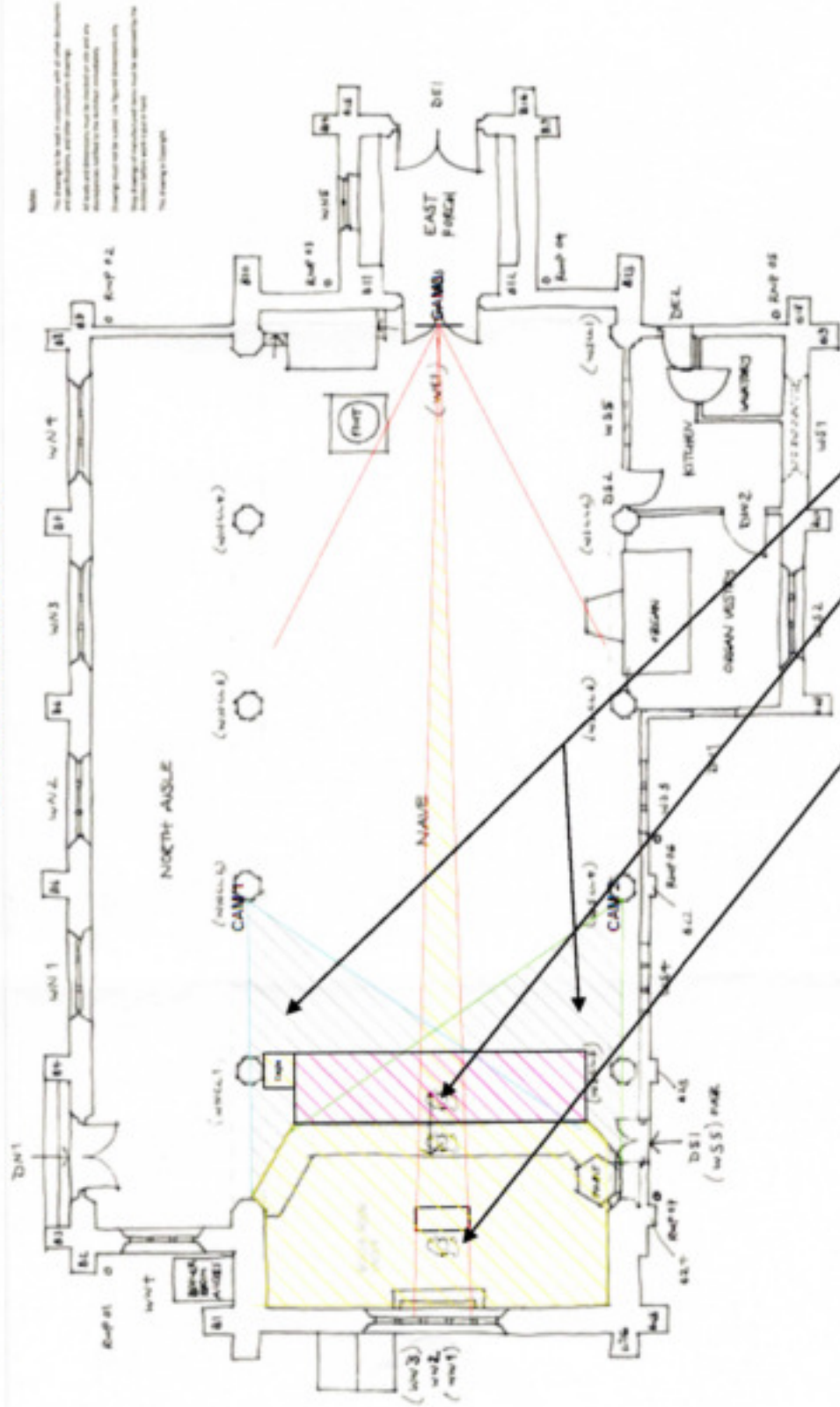
Signed:



Rev'd Jeni McQuaid

Incumbent

ST. PAUL'S



Notes:
 This drawing is to be used in conjunction with all other drawings and specifications and other construction drawings. All work and materials shall be installed in accordance with the approved contract documents. The drawing is to be used for all other construction work. The drawing is to be used for all other construction work. The drawing is to be used for all other construction work.

Area of camera shot for the SIX:30 service in purple and 10:00 am in yellow. The purple area is the carpeted area where children may sit during the 10:00 am service and will be out of camera shot for that service. The grey area to the sides are where adults standing, but not children, may be in the camera shot.