

Photography and Filming Policy

St John's Southend on Sea

Updated June 2024

This privacy notice is provided to explain what to expect when we collect and process your personal information in relation to photography and/or filming and streaming of church services in accordance with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018.

1. The data controller is: The PCC of St John the Baptist

2. Photographic information is collected for purposes of:

- Recording and uploading to video platforms (e.g. YouTube, Vimeo) or live-streaming services directly to these platforms, in order to reach out to those who are unable to attend in person, or who wish to participate in our services remotely; and
- Promoting the Christian faith generally and the ministry of St John's, specifically, to the broader community in the parish, the city and further afield.

3. For the purposes of this statement, the categories of personal data we collect are:

- Photography; still photos and video.

We recognise that this photography may capture "special categories" of information that may include someone's religious beliefs.

4. We collect and use personal data using consent and explicit consent.

Consent

By attending a clearly advertised livestreamed service, you are consenting to participate in an event that will be streamed to the internet. You may withhold your consent by sitting in a "film free area" of the church before filming or photography starts.

In the filming areas, once live-streaming or filming has started, or group photographs have been taken consent cannot be withdrawn because your data can't be permanently removed from the internet, nor can a group video or photograph be easily edited to remove your image.

Explicit Consent

Where we are intentionally filming or photographing you or using congregation facing cameras, we will only use the footage for internal and external presentation (see below) with your explicit consent.

If you are a regular attendee and you have granted consent on our ChurchSuite platform, your consent will be renewed every 3 years, but you can withdraw your consent at any time by contacting the church office as set out in section 9 and sitting in the "film-free" area when attending livestreamed church services if you do not want to be filmed/photographed.

If you are not on ChurchSuite we will ask for your explicit consent using an "individual consent form" (attached at the bottom of this statement)

Adults will be asked to consent on behalf of children aged 16 years or under attending with you. Please consider whether they would want their images to be uploaded to the internet.

5. Internal and External Presentation

We have two categories of presentation for those who give their explicit consent:

Internal presentation means we may use your image within our internal church communications. Examples of this include the weekly bulletin, posters within the church, photos and videos on the church screens.

External presentation means (in addition to the above) the images could be used for any media (existing or later created or made available) including print and digital media formats such as print publications, brochures, websites, e-marketing, posters, banners, advertising, film, social media, teaching and research purposes. The understanding is that images on websites can be viewed throughout the world and not just in the UK and that some overseas countries may not provide the same level of protection to the rights of individuals as EU/UK legislation provides.

6. Capturing film and video

For those who have not given their consent to internal or external presentation, we may inadvertently capture you on our church cameras. However, we will not use this material and will delete it on discovery.

7. You have the following rights regarding your personal data:

You have the right to request to see a copy of the information we hold about you and to request corrections or deletions of the information that is no longer required. You can ask the church to stop using your images at any time, in which case it will not be used in future publications but may continue to appear in publications already in circulation.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you. You can exercise your rights by contacting us using the details below.

8. Contact Information

If you have any complaints or queries regarding this statement or wish to exercise your rights, please contact the church office by email: hello@stjohnssouthend.org

You have the right to make a complaint at any time to the Information Commissioner on 0303 123 1113 (local rate), or online at: <https://ico.org.uk>

10. Review

This Document should be reviewed annually at the first PCC meeting after the APCM. This version of the Policy was formerly adopted by the PCC of St John's at a meeting on 15th July 2024

Signed and dated:

A handwritten signature in black ink, appearing to read 'M Walker', with a stylized flourish at the end.

Rev Michael Walker
Priest in Charge and Chair of PCC

Photography/Filming – Individual consent form

I consent to St John's Southend (the 'church') using photographs and/or video recordings of me taken by the church or by persons or organisations authorised on behalf of the church for the purposes of promoting the church.

Internal presentation means we may use your image within our internal church communications, for example: The weekly bulletin, posters within the church, photos and videos on the church screens.

External presentation means (in addition to the above) the images could be used for any media (existing or later created or made available) including print and digital media formats such as print publications, brochures, websites, e-marketing, posters, banners, advertising, film, social media, teaching and research purposes. The understanding is that images on websites can be viewed throughout the world and not just in the UK and that some overseas countries may not provide the same level of protection to the rights of individuals as EU/UK legislation provides.

I understand that some images or recordings may be kept permanently once they are published and be kept as an archive of church life.

I agree that:

- Copyright in the image(s) and/or video recordings will be retained by the church; and
- The church shall have the right to edit, modify, crop, add to or subtract from the photographs and/or video recordings at its entire discretion and without my approval.

I have read and understand the conditions and consent to my images and or video recordings being used as described.

Please tick:	<input type="checkbox"/>	Internal Presentation	<input type="checkbox"/>	External Presentation
Print Name				
Signature				
Date				

The church is committed to processing information in accordance with the General Data Protection Regulation (GDPR). The personal data collected on this form will be held securely and will only be used for administrative purposes.

Your rights: You have the right to request to see a copy of the information we hold about you and to request corrections or deletions of the information that is no longer required. You can ask the church to stop using your images at any time, in which case it will not be used in future publications but may continue to appear in publications already in circulation.

If you have any questions relating to data protection please contact the church office by email: hello@stjohnssouthend.org