

Consent to the Safe Use of Images (Photography and Filming)

# Data Protection

In accordance with the General Data Protection Regulation 2016 and Data Protection Act 2018, all personal data, including images (photographs and films for example), must be processed fairly and lawfully. To comply with this, we are bound to issue a privacy notice and inform you when:

• Photographs and films will be taken

• Why they will be taken

• What will be done with them

• Who may see them

• Any non-obvious consequences; for example, if the image from photographs and films is going to be used on a website, in a newsletter, or on televised programme.

We will state how long we plan to keep and use the image(s) and will contact you to seek consent if we wish to use the image(s) for another reason than that expressly stated herein.

# Privacy Notice

To be completed by the Parish/Religious Congregation/Organisation

|  |  |  |  |
| --- | --- | --- | --- |
| Name of parish/congregation/organisation that plans to record images: |  | | |
| Context for recording images: |  | | |
| The purpose for recording images is: |  | | |
| Credit to be linked to images (if any): |  | | |
| The planned use of these images is: | SEE BELOW | | |
| Use may include: |  | Use on web pages: |  |
|  | Use in the publication: |  |
|  | Used to promote: |  |
|  | Used commercially to: |  |
|  | Other (must be specified): |  |
| We intend to keep these images  for a period of: |  | | |
| This means that the images will not be used after this date\*: | *\* Unless the terms of use are re-negotiated with the subject(s) in the image(s)* | | |
| Should you have any questions or concerns, please contact: |  | | |

We will take care to record images that respect the dignity and wellbeing of each individual, and will use secure storage and encryption technology, as well as follow best practice guidelines as laid out in the CSAS e-Safety Guidance in relation to these images (<https://www.csas.uk.net/> ). Should you have any concerns about the manner in which we handle your information and are not able to resolve these satisfactorily with us, please contact the [Information Commissioner](https://ico.org.uk/for-the-public/) for advice and to [report a concern](https://ico.org.uk/concerns/handling/).

We recognise that there are some reasons why, for their own safety and/or wellbeing, some individuals will not want their images recorded or kept and we will always respect this.

It is necessary to ask the child/young person their permission for their photograph to be taken in accordance with the National Safeguarding guidelines.

To be completed by the child/young person whose photograph will be taken (where it is deemed that they understand what they are agreeing to).

|  |  |  |
| --- | --- | --- |
|  | I give my express consent to being photographed and/or filmed in the course of the activities detailed above. | |
|  | I understand the ways in which these photographs, films and resulting images may be used, the period of time, and manner in which they will be stored. | |
|  | I know that it is my right to withdraw my consent at any time, without explanation. | |
| Signature of Child/Young Person: | |  |
| Full Name of Child/Young Person: | |  |
| Date: | |  |

**Parents/Carers must also give them consent for their child/young person to be photographed:**

To be completed by the Parent / Carer

|  |  |  |  |
| --- | --- | --- | --- |
| Full Name of Child/Young Person | | |  |
| Date of Birth: | | |  |
| Full name of person giving consent: | | |  |
| Relationship to child/young person of the photograph: | | |  |
| Work / Daytime Contact Number: | | |  |
| Home / Evening Contact Number: | | |  |
| Mobile Number: | | |  |
| Do you want the child’s/young persons full name credited to their photo? | | | Yes  No *NB: this may make them easier to be  identified and contacted for* *nefarious purposes by third parties* |
| Do you have ‘parental responsibility’ or legal authority to provide consent? | | | Yes  No |
|  | I have discussed the contents of this form with my child and we are in agreement. | | |
|  | I give my express consent to the person named above, being photographed and/or filmed as detailed in this form. | | |
|  | I understand the ways in which these photographs, films and resulting images may be used and the period of time and manner in which they will be kept. | | |
|  | I know that it is my right to withdraw my consent at any time, without explanation. | | |
| Signature: | |  | |
| Full Name: | |  | |
| Date: | |  | |

Please note that we do not allow for children/young people to take their own photographs or film during the event(s). Any photographs or filming undertaken by children/young people attending the event(s) is not approved by the Diocese of Salford. Please ensure that your child is aware of this prior to the event.