



All Saints Church Staplehurst Photo Use & Safeguarding Policy

PURPOSE

This policy outlines the responsible use of photographs taken at church events, services, and activities. It ensures that all images shared or displayed uphold the dignity, privacy, and safety of individuals, especially children and vulnerable adults while celebrating the life of our church community.

PERMISSIONS AND CONSENT

- **Explicit Consent Required:** Photographs of children or vulnerable adults must not be used unless **explicit written permission** has been obtained from their **parents, carers, or legal guardians**.
- **General Permission:** Adults must be asked for their consent before their image is shared publicly. Group shots taken in public worship or events may be used if individuals are not identifiable or have given general consent.
- **Event Notices:** Where photography is planned, notices should be displayed clearly at the venue, and verbal announcements made when appropriate.

GUIDELINES FOR PHOTO USE

1. **Relevance** Only use photos that are directly related to the event, service, or activity being promoted. Avoid generic or unrelated imagery.
2. **Appropriateness** Ensure all images reflect the values of All Saints Church—respectful, inclusive, and welcoming. Avoid photos that may be considered intrusive, embarrassing, or inappropriate.
3. **Privacy and Identity Protection**
 - Do not include names, contact details, or other personal identifiers in photo captions or metadata.
 - Avoid close-up images of individuals without consent, especially in sensitive contexts (e.g., pastoral care, prayer ministry).
4. **Storage and Access**
 - Photos should be stored securely and only accessible to those responsible for communications and safeguarding.
 - Consent records must be maintained and reviewed annually.
5. **Withdrawal of Consent** Individuals (or guardians) may withdraw consent at any time. Upon request, images will be removed promptly from all platforms.

PLATFORMS COVERED

This policy applies to all photo use across:

- The All Saints Church website
- Social media accounts
- Printed newsletters, posters, and banners
- Internal presentations and reports

All Saints Church PCC [approved on 1st October 2025]