



# Policy for Live Streaming regular services and other events

Parish of **St Mary's Church, Standon** in the Church of England Diocese of St Albans

## Overview

As a church we stream from multiple fixed cameras during our regular services. These cameras are positioned only to include video of the front of church. Funerals may be streamed by request. We will not be responsible for streaming weddings. Other events will not routinely be streamed but will be considered on a case-by-case basis, with necessary licenses etc. being acquired. No children will appear in livestreams.

## 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 our cameras are arranged to minimise congregation members in shot, and such that those in pews are not in shot. We will ensure that those who wish it are always out of shot.
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.
3. Camera operators will be given clear direction to ensure that the camera angles only capture the front of the church for our regular morning services.
4. Personal privacy will be maintained during the administration of Holy Communion. An image will be substituted for the live images for the duration of communion.
5. Consent to live streaming will be sought for everyone who volunteers to be on a rota of intercessors, lesson readers and other roles which may arise from time to time in a service. The person responsible for the rota will note any changes. These consent forms will be kept by our Safeguarding officer.
6. Regular Sunday morning services will be streamed on our public YouTube channel. Recordings will remain publicly on YouTube for twelve weeks, after which they will be archived, and access restricted to users with administrative access to our YouTube channel.
7. Weddings will not be live streamed by the Benefice and our equipment will not be used. We will provide internet access (if required) for a videographer contracted by the wedding party, who will take responsibility for all content.
8. Funerals, where live streamed by the church, may include a shot of the length of the aisle from the front of the church. This will include congregation members being in shot. Those who wish not to be in shot will be advised to sit in one of the side aisles.
9. Funerals will be streamed on our private YouTube channel, with the privacy settings such that only those with the link are able to access the service. The link will be provided to the family, who will be responsible for distributing it.
10. During baptisms no surnames will be used at any point during the service.
11. No surnames will appear in the notices sheet and first names only after permission has been given. Permission will be logged at the time and communicated to the compiler of the notices. Only these names will be spoken in the intercessions.



## Safeguarding:

1. We will not film children and young people's involvement in the service.
2. For regular Sunday morning services, our cameras will point toward the front of the church only. This minimises congregation members in shot and means that those in pews are not in shot. We will ensure that those who wish it are always out of shot.
3. For funerals, signage will be included to indicate that people in the main centre aisle of the church will be in camera shot. The signage will also advise people who do not wish to be in shot to sit in one of the side aisles.
4. During baptisms that are part of a regular service no video will be streamed of children. If necessary, cameras will be switched off when children would appear on stream.

## Licensing:

1. St Mary's holds the following CCLI Licence:

- Church Copyright Licence
- Streaming License
- Music reproduction Licence
- Church video Licence
- PRS for Music Church Licence

This gives us the necessary permissions to stream live hymns, songs, and music covered by CCLI. A list of music covered by the license is available on the CCLI website. We are not licensed to stream pre-recorded music of any kind.

2. Service leaders and preachers will ensure that all visual images displayed during services fully comply with copyright.

This Policy was agreed at the Parochial Church Council Meeting held on: \_\_\_\_/\_\_\_\_/\_\_\_\_

Signed Incumbent: \_\_\_\_\_

Church Warden: \_\_\_\_\_