

LIVE STREAMING POLICY

Following the installation of a new audio/visual system in church in January 2025, the PCC has reviewed and updated its Live Streaming policy. The PCC wishes to:

- continue streaming services to parishioners and the wider community who are unable to attend for whatever reason;
- make services available for those who wish to see or hear them again;
- be able to offer streaming services for weddings, funerals, baptisms and other events in church; and
- support civic events (eg: services of remembrance, St George's Day) and concerts.

The platform currently used is Zoom and the plan is to use Facebook in the future.

This policy has been updated and is to be used in the varied situations described above.

Safeguarding

The PCC has regard to the Diocesan advice issued in October 2020 and will:

- Understand exactly where in the building people entering, leaving or circulating might come into the view of camera/s;
- Provide for people attending worship to choose whether they sit in a part of the building which will be included in live streaming, or elsewhere which would be off-camera.

In accordance with the diocesan best practice as set out in the guidance issued in October 2020, the PCC will:

1. Notify people in advance, with signage at entrances and on service sheets, that a service will be live streamed;
2. State that live streaming will mainly focus on the ministers and others who perform an active role during the service;
3. Signpost an area of the church which is guaranteed to be free of image recording;
4. Obtain consent from those who perform an active role in the service and who will be seen in the live streaming (eg: reading scripture, leading intercessions, etc);
5. As far as possible, children will not be part of the live stream. Parents/carers/guardians and their child/children will be encouraged to sit out of camera shot. Should parents/carers/guardians choose to sit in a part of the church where their child/children may come into view, efforts will be made to obtain written consent (recognising that this is not always achievable in practice):
 - Children under the age of 13: consent to be obtained from their parents

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- Children aged between 13 and 16: consent to be obtained from parents and the children themselves
 - Children aged 17: consent should be obtained from the children themselves.
6. Provide advice on how to withdraw consent. In the event that someone wished to withdraw consent for live streaming, a written request should be sent to the Church Office.

Data Protection (<https://www.parishresources.org.uk/gdpr/>)

1. The basis for processing personal data arising from live streaming public services is that worshippers have chosen to make their religious affiliation public by attending public worship. We need not seek the consent of each person attending the services of public worship. We will ensure that everyone has the opportunity not to be filmed, if that is their wish. Otherwise, assent may be assumed.
2. Our publicity, service announcements and signage will ensure that those who attend our public worship services will know which services are live streamed. Signage will be placed at entrances and on service sheets to indicate:
 - a) that the Service is to be live-streamed
 - b) that live streaming will mainly focus on the ministers and others who perform an active role during the service

Members of the congregation will be advised by signage at entrances and in church and by Sidespeople where to sit if they wish to be out of camera shot.

As far as is practicable, a route through the church will be provided during services which will be out of camera shot.

Anyone worshipping in church who does not wish to have their image shown shall be free to indicate this to the Sidespeople.

3. People joining a service remotely will be given advice that, should they not wish their image to be shown, they should switch off their camera.
4. The cameras will be focussed on the ministers and others leading the service (eg: scripture readers, intercessors, etc) and, as far as possible, will limit the extent to which images of the congregation are filmed.
5. There should be contingency planning in place which includes using alternative images or stopping live streaming if there is any disruption to a service or a need to evacuate the building.

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7. Consent to live streaming will be assumed for those who volunteer to be on a rota of musicians, intercessors, scripture readers, Sidespeople, servers and any other role which may arise from time to time in a service.
8. The service will be live streamed on Zoom and eventually on Facebook. The church will not retain copies of recordings. However, it is possible for recordings to be viewed on Facebook in line with Facebook's policy on retaining recordings.

Copyright Licensing (<https://www.uk.ccli.com/streaming/>)

1. The PCC holds the following licences:

- Church Copyright Licence
- CCLI Streaming Licence
- Music Reproduction Licence
- PPL Licence
- PRS for Music Licence

These licences are reviewed and updated annually.

2. The PCC will ensure that any visual images displayed during services fully comply with copyright.
3. The Director of Music will oversee the music as well as any copyright issues; if required the PCC will arrange to extend any existing CCLI licences.
4. Where musicians are performing live during services which are live streamed, verbal agreement will be obtained for inclusion in the live streaming recording.
5. At other musical events, live streaming will not take place unless requested by the performers.

Occasional offices:

These events will be handled on an individual basis and will need to be discussed with each party as it occurs as each will have different needs. For example, these events could include processional shots, high altar, chancel and other camera angles. A fee will be set, and it will be possible for recordings to be made available.

This live streaming policy was approved by the Vicar, Church wardens and the Parish Safeguarding Officer (March 2025).

It will be reviewed and re-approved annually by the PCC and will be updated as required.