

First Unitarian Church, South Bend
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Policy for the Use of Photos and Videos of Children

Purpose: To clarify the rules and guidelines that govern the use of photos or videos of children in the digital and physical communication channels and publicity materials of the First Unitarian Church of South Bend.

Created by: The Administrative Committee in consultation with the Directors of Religious Education and Mindfulness (DREAM) Team

Approved by: Board of Trustees

Date Approved: September 11, 2024

Previously approved: February 23, 2012

It is the policy of the First Unitarian Church of South Bend (Church) to require the permission of parent(s)/guardian(s) before displaying photographs or videos of children on the official Church website or in the Church's social media posts, electronic newsletter, marketing pieces, and other literature. The Directors of Religious Education and Mindfulness (DREAM) Team will ask for such permission from parents/guardians via the Religious Education (RE) Registration Form at the start of every RE year (August/September). In cases where parent(s)/guardian(s) have not previously completed Registration Forms and indicated their preferences, parent(s)/guardian(s) must be contacted and permission must be obtained prior to the use of photos or videos of children. Only the first names of children appearing in photos and videos may be used.

The following text (or text to similar effect) will appear in the RE Registration Form, giving parent(s)/guardian(s) an opportunity to grant or withhold permission for the use of children's photos and videos, and to indicate which specific uses of photos or videos are permissible.

“I grant permission for the First Unitarian Church of South Bend to display pictures and/or videos of my child(ren) in the following locations (please circle yes or no): on a church bulletin board (Y/N), on the church website (Y/N), on social media (Y/N), in the RE Parent Messenger group (Y/N), in the CHIRP electronic newsletter (Y/N), in church pamphlets (Y/N).”