



STANSTED MOUNTFITCHET  
PARISH COUNCIL

## **PHOTOGRAPHS POLICY**

## **POLICY RELATING TO THE USE OF PHOTOGRAPHS AND IMAGES**

### **INTRODUCTION**

Stansted Mountfitchet Parish Council (The Council) recognises the need to manage the manner in which images and photographs of children, young people, individuals and groups are used on its website ([www.stansted.net](http://www.stansted.net) and any sub-domains), in its pages of The Link magazine (presently entitled Stansted Network), in the local press and any other authorised publicity material.

The Council recognises that it has a duty of care to ensure that a person's welfare, as well as their right to privacy, is protected.

### **THE LAW**

The Protection of Children Act 1978 and section 160 of the Criminal Justice Act 1988 make it an offence to make, distribute, show or advertise indecent photographs of children. Photographs and visual images are regarded as personal data under the General Data Protection Regulations. Under the GDPR personal data must be fairly obtained, it must be accurate, kept up to date and should be kept and used only for one or more specified lawful purposes.

There is no specific legal constraint on taking photographs or displaying photographs of children and young people so long as the photographs are taken in a public place and are NOT sexual in nature and the child's welfare and right to privacy are properly protected.

### **TERMS AND CONDITIONS OF USE OF PHOTOGRAPHS AND IMAGES**

- 1 Photographs and images of any group or individual supplied to the Council will be used only for the purpose for which they were provided and for no other purpose.
- 2 Copyright and ownership of all photographs remains with the photographer whose consent will be required prior to publication. Photographs and images already in the public domain are excepted from this condition.
- 3 No photographs or images of a sexual or indecent nature shall be permitted.
- 4 Parental consent must be provided for any photographs of children taken within a private environment, ie one which is not normally open to members of the general public. For the purposes of this policy children are defined as being under the age of eighteen years.
- 5 Photographs of children taken within a public place do not require parental consent. A public place is one which is normally open to the general public at all or most times.
- 6 Names of individuals will only be published if appropriate to do so and agreed by the individual(s).
- 7 No personal contact details will be published.
- 8 Legitimate requests for images and photographs to be removed will be dealt with as soon as is practically possible.



**STANSTED MOUNTFITCHET PARISH COUNCIL**

**PARENTAL CONSENT FORM FOR USE OF PHOTOGRAPHS/IMAGES**

Please read the Council's Policy relating to the use of Photographs and Images (overleaf) before completing this form.

I have read and understood the Council's Policy and Terms and Conditions which I accept and I give consent for images/photographs of my child/ren to be taken and used as described.

NAME OF CHILD/REN \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

ADDRESS \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

TELEPHONE \_\_\_\_\_

E-MAIL \_\_\_\_\_

SIGNED \_\_\_\_\_

NAME \_\_\_\_\_

DATE \_\_\_\_\_