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CUC Photo and Video Policy for Minors

The Canadian Unitarian Council (CUC) takes photographs and video materials at events (in-person and online) for both documentation and promotional purposes, and to reflect the people in our Unitarian Universalist community.

Background

- We recognize that there is a risk involved in posting images online where the images may be found and used in ways that are not controllable by or in line with the intent of the original poster, and that some of these uses may cause severe harm to the subject.
- We take our responsibility to ensure the safety of minors (those under 18 years of age) involved in our activities seriously.
- We recognize that children and youth are centrally important to our communities and should see themselves reflected in our audio/visual materials in ways that are respectful and affirming.
- We value consent and will seek permission from caregivers and minors and respect their wishes with regards to if and how images of minors are taken and used.

Permissions

- Staff will explain this policy to event participants and their parents and guardians before and during events.
- When registering for an event, parents and guardians will have the opportunity to read this policy and will be asked to sign a written/electronic consent form to either give or refuse consent for images to be taken and shared of minors in their care. (see [example wording](#) below)
- The consent only applies to media for the event named on the form and does not cover media from other contexts of the same youth.
- Staff responsible for the event will keep a record of photo permissions and provide the list of “Nos” to the event photographer, if applicable.
- In contexts where the CUC is asking individuals to submit images/videos to be shared publicly, only images accompanied by a consent form signed by the parent/guardian will be accepted.
- Children, youth, and their parents and guardians may withdraw consent at any time, including during and after the event, understanding that once an image is posted online there are limits to ensuring it is completely removed from the internet.



At Events

- Staff and event photographers will make every reasonable effort to not take photos/videos of anyone where consent has not been given. This will include reviewing the written consent forms before the event and asking for verbal consent from children/youth before taking pictures or videos of them.
- Staff and event photographers/videographers will only take photographs that represent children and youth in respectful, positive ways (ie. fully clothed and participating positively in the activities).

Use of Images

- Staff will review images before sharing them publicly to ensure that any minors whose faces are shown are approved for sharing.
- Identifying information will not be included with images of children and youth (ie. not listing full names or other personal information such as age, location, school/church, etc).
 - On social media, CUC Staff will not directly tag the profiles of minors to images of the same minors.

Storing of Images

- The CUC will store photographs and videos of children securely, in accordance with our data protection policy.
- For official CUC images and videos, only devices belonging to, and/or approved by, the CUC will be used to capture such. These and any staff devices which are used will be password-protected and secured.
- All images will be uploaded to the approved CUC portal and deleted from the individual device. The CUC will never store images of minors on individual devices.



Example wording for a CUC event permission form

Photo/Video Consent

The CUC takes photographs and video materials at events (in-person and online) for both documentation and promotional purposes. This may include photographs, screenshots, and video which may be used in CUC news or promotional materials whether in print, electronic format or other media, including the CUC’s website and social media platforms.

We will endeavour to foster a culture of consent at all our events, including asking verbal permission of children and youth before taking photos or videos of them, providing opportunities to opt out of group photos, and encouraging that all participants treat each other in this way.

You can read the full Photo and Video Safety Policy for Minors here [\[link\]](#).

Please indicate below if you give permission for the CUC to take and use images of your child at this event.

Choose one (required):

I give permission for photos and videos of my child to be taken at [name of event] this event and used by the CUC for [documentation and promotional purposes / name particular purpose.]

I do not give permission for photos and videos of my child to be taken at this event and used by the CUC for documentation and promotional purposes.