



## When does my Parish need Consent to Film or Photograph Children and/or Adult at Risk at the Parish/Parish Events?

The guidance below directly relates to the filming and photographing of Children. No consent is required to film or photograph Adults at the Parish or at Parish events, however it is advisable to notify participants that they may be filmed or photographed and who to speak to should they not wish this to occur.

### General rule

No consent is required to photograph or film groups of 10 or more Children (where they are not identified by name).

**Example: Groups of Children at Masses or Parish fetes and BBQs.**

You may wish to let parents/guardians and other attendees (including Adults at Risk) know that the Parish will take photos by displaying this [Notice](#).

What about photographs/footage of **one Child or a group of less than 10 children?**

*Examples: photographs of individual Children to receive first communion; photographs of a few children at a BBQ or fete.*

OR

What about photographs/footage **identifying** the Child by name, address, or date of birth?

*Example: photograph of first communion group with the Children's names in the caption.*

Obtain parent/guardian consent

What about photographs/footage of Children **performing** at a concert, nativity play or Christmas liturgy?

*Note: Reading at Mass is not a performance.*

Obtain parent/guardian consent

Is the Parish retaining a **photographer** to take photos of Children and/or other participants at the Parish?

Use the [pro forma photographer purchase order](#) to retain the photographer.

### Questions?

Please see the FAQs on the next page

- If you have any Child and/or Adult at Risk safety concerns about filming or photographing a Child and/or Adult at Risk, please contact the Safeguarding Office on [safeguarding@wf.catholic.org.au](mailto:safeguarding@wf.catholic.org.au) or phone 02 6853 9341

## FAQ

1. What do I need to do to take photos or film Children receiving first Holy Communion?
  - No consent is required if you plan only to publish photos of large groups and will not identify the Child or Children by name. Consider including a [Notice](#) to let parent/guardians know that photos will be taken.
  - The Consent is required if you intend to publish a photo of a small group of Children or propose to identify the Child or Children by name or address.
  - The [Events Consent Form](#) is usually not required unless you will be filming or photographing some musical or other performance. A Child reading at Mass is not considered a performance.
2. What consent does my Parish need to film/photograph Children in a Parish nativity play on Christmas Eve?
  - The [Events Consent Form](#) is required as this involves a performance.
3. My Parish wants to publish a photo of a few Children on the Parish website. What consent do I need?
  - You must obtain consent from the Child's parent/guardian
4. What requirements are there if the photographs are being taken at the Parish primary school?
  - You must comply with Catholic Schools policies as well as any policy of the individual school, including any requirements to obtain prior consent from parents/guardians.
5. What does the Parish need to do when retaining a photographer to take photos at Parish events, including photos of Children?
  - If the parish is arranging a photographer, use the [pro forma photographer purchase order](#) to retain the photographer.
6. Can the Parish take photos of Parish catechists teaching Children at the local public school?
  - For all other schools, you must comply with the guidelines for filming/photographing Children set by the Department of Education, including any requirements to obtain prior consent from parents/guardians.
7. My Parish wants to produce a book or DVD of the 100-year celebration of the establishment of the Parish. What do I need to do?
  - If you intend to use the photograph or footage for purposes such as in a book or film and particularly for commercial purposes, please contact the General Counsel.
8. Is there any guidance on how the Parish may use photos or videos of Children on social media platforms?
  - Yes, please see the ***Fact Sheet: Use of Technology and Social Media to Communicate with Children and Adults at Risk*** and ***Protocol: Use of Technology and Social Media to Communicate with Children and Adults at Risk***.
9. I am a Parish Priest and I do not want photographs taken during Mass or at other Parish events. What can I do?
  - You can display a sign or notice at the entrance of the church and make an announcement before Mass/event that photography is not permitted.
10. I am concerned about a person taking photographs of a Child or small groups of Children at a Parish event. What can I do?
  - You can ask them to stop and/or ask them to leave the premises.