



The Harwich Royal British Legion Brass Band

Photography & Filming Guidance

Photography, whatever the media used, is important to record the successes and achievements of children and young people in their activities. It is, however, vital to remember that photography and films can be used and distributed inappropriately especially on the Internet.

The band operates a policy for child protection and the following guidelines are issued in accordance with Clause 26 of our policy. If you wish to take photographs or film the band you must submit the attached “Use of Photographic & Filming Equipment Registration Form.” However, prior to completing this form, it is important to follow, understand and consider the purpose of the guidelines set out below.

- The need for caution.
- What is the purpose of the photographs/film (e.g. parent’s own record, media & publicity etc.).
- The content required when using the services of a professional photographer.
- Consent must be sought from parent, guardian or carer prior to any publication or media use.
- Releasing only limited details about children where photographs are published in the media.
- Photography/filming should not be carried out in or near changing areas;
- The suitability of clothing worn by the children.
- Band/group photographs/film should only be taken during band activities or on the premises.
- Anyone who wishes to take photographs/film is required to sign the ‘Use of Photographic & Filming Equipment Registration Form’.
- This guidance applies to any photographic media including mobile camera phones.