



Last reviewed 11<sup>th</sup> June 2024

## PHOTOGRAPHY AND SOCIAL MEDIA POLICY

### **Purpose**

The purpose of this policy is to ensure the privacy and safety of all participants at our theatre while allowing for the promotion of our productions and events on social media. This policy applies to all theatre participants, including children and adults, and covers all forms of photography and video recording.

### **General Policy**

#### **Consent:**

- All participants must provide consent for their photos to be taken and used on social media.
- For minors (under 18), **written** consent must be obtained from a parent or guardian.
- Consent forms will be distributed and collected prior to the start of any production or event.

#### **Photography Restrictions:**

- Photography and video recording during performances are prohibited unless prior authorisation is obtained.
- Flash photography is not permitted during performances to avoid distracting performers and other audience members.

### **Specific Guidelines for Children**

#### **1. Identification:**

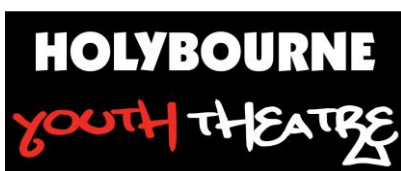
- Photos of children should not include identifying information such as full names, school, or home addresses.
- Group photos are preferred over individual photos of children to protect their identity.

#### **2. Privacy:**

- Photos should be taken in a manner that respects the privacy and dignity of all children.
- Photographing children in vulnerable situations, such as changing costumes or during emotional moments is prohibited.

#### **3. Distribution and Use:**

- Photos of children will only be posted on official theatre social media accounts.
- Parents or guardians will be notified at the beginning of productions that photos of their children will be posted on social media.
- Any request from parents or guardians to remove a child's photo from social media will be honoured promptly.



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## Social Media Usage

### 1. Official Accounts:

- Only authorised personnel are allowed to post photos and videos on the theatre's official social media accounts.
- Personal social media accounts of staff, volunteers, and participants should not be used to post photos or videos taken at theatre events without proper consent.

### 2. Content:

- Photos and videos posted on social media should reflect the positive and inclusive environment of the theatre.
- Posts should avoid any content that could be considered inappropriate, offensive, or harmful.

### 3. Monitoring and Compliance:

- The theatre will regularly monitor its social media accounts to ensure compliance with this policy.
- Any breaches of this policy will be addressed promptly, and corrective actions will be taken as necessary.

## Enforcement

- Any participant found to be in violation of this policy may be subject to disciplinary action, including but not limited to being prohibited from participating in future theatre events.
- Staff and volunteers are expected to lead by example and ensure that all participants are aware of and comply with this policy.

By adhering to this policy, we aim to create a safe and respectful environment for all participants while allowing for the effective promotion of our theatre's events and productions.

Thank you for your co-operation.