

Guidance on Photographs

Getting Members' Consent

Photos of members held by Chesterfield U3A are personal information under the General Data Protection Regulations. We need to give members the right to consent to this information being held and used, and the right to withdraw this consent.

Taking pictures of group activities

If you take pictures in your group that may be used in a Chesterfield U3A publication, you need to tell members a picture is being taken and what it may be used for. Give them the right to step out of the shot if they wish, and explain how they can ask for a picture to be withdrawn from use if they wish. This script includes all the things you need to say:

I'm taking a picture of the group. This is for the newsletter and other Chesterfield U3A publications and publicity both in print and online. By staying in the shot you give consent for your picture to be used in these ways. If you don't want to give consent for this, please step out of the shot. If at a later date, after the picture has appeared, you decide to withdraw your consent, you can do so by contacting the Secretary and the picture will be removed.

Taking pictures at large group meetings

Sometimes pictures are taken at Open Meetings or CAMEO meetings, for example. In this case notices should be posted before pictures are taken, with this wording:

Photographs will be taken during this meeting which may be used in Chesterfield U3A publications and publicity both in print and online. If you do not wish to be included in these, please move out of the shot when the photographer indicates a picture is being taken. By staying in the shot you give consent for your picture to be used as described. If at a later date, after the picture has appeared, you decide to withdraw your consent, you can do so by contacting the Secretary and the picture will be removed.

The Newsletter Editor, Webmaster and Publicity Team will assume this consent has been received for pictures sent to them.

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