

Mass video recording policy

A general notice will be displayed in church stating that some Masses may be recorded (Appendix A). An advance notice in the newsletter will indicate which Masses are to be recorded.

The recording will where possible be confined to the 6.00pm Mass on Saturdays but may, in the case of unavailability (sickness, holidays etc.), default to recording at the 08.30am Mass on Sunday. If recording is to take place at a special service (e.g. Adoration) advance notice will be given.

Those performing lay ministerial services (e.g. Readers, Eucharistic Ministers etc) at such Masses and Special Services may decline permission to be filmed.

Permission should be obtained from the parents of Altar Servers (who are not adult) at both Masses for their images to be included.

Those attending a recorded Mass will be able to seek advice from those recording as to how to avoid being on camera.

Any issues should be raised with the IT team in the first instance. If this does not lead to satisfactory resolution the matter should be immediately referred to the PPC Appeals Committee.

Appendix A:

Video Recording In Operation

St Thomas of Canterbury, Woodford, served by the Franciscans (OFM).

If you have questions about this notice then please email communications@stthomaswoodford.org or contact the Data Protection Officer c/o The Finance Office, Cathedral House, Ingrave Road, Brentwood CM15 8AT.

WE USE A VIDEO CAMERA TO RECORD AND LIVE STREAM MASS AND OTHER SERVICES IN THIS BUILDING TO HELP US SHARE OUR FAITH WITH OTHERS WHO ARE UNABLE TO ATTEND IN PERSON.

RECORDINGS ARE PLACED ON THE PARISH WEBSITE AND CAN BE VIEWED ONLINE. THE RECORDINGS ARE SET TO 'UNLISTED' SO THAT THEY CAN ONLY BE DISCOVERED THROUGH OUR WEBSITE.

IF YOU HAVE ANY CONCERNS ABOUT THE USE OF RECORDING DURING A SERVICE OR MASS, AND DO NOT WISH TO BE RECORDED, THEN PLEASE SPEAK TO WHOEVER IS RECORDING. THEY WILL PROVIDE YOU WITH ADVICE ABOUT WHAT YOU SHOULD DO.