



## **Media Use Policy**

Here at St. Hilary Parish, sharing photos and videos of parishioners and events is a privilege for us, and we want to respect and honor it.

Our church takes many pictures of events, and community outreach projects through the year. We use these pictures to record, to promote, and to celebrate our ministries and parishioners. Pictures are used in printed publications, and on our church web site and social media.

- Printed publications include church newsletters, brochures, invitations, books, etc.
- Online sharing includes church newsletters (online version), website, Facebook page and groups, Instagram, Twitter, and YouTube channel.

### **Media Use Policy**

- Photos and videos are almost always of people in public spaces, and/or at public events.
- We will not knowingly post anything that would be embarrassing, objectionable or hurtful to anyone in a photo or video.
- We do not identify children or youth by name in the photos and videos we use in our online and printed publications.
- To ensure the privacy of children and adults, the use of full names or personal identifying information requires verbal approval for adults and written approval for children from the parent or legal guardian.
- If copyright for a photo or video is held by someone other than St. Hilary Parish, we will receive permission to post it and gladly provide credit if desired by the photographer.
- We will gladly remove any photo or video upon request from our online sites. If you see a photo that includes you or your child and would like it removed from the site, please call 330-867-1055 or notify the site administrator at [church@sthilarychurch.org](mailto:church@sthilarychurch.org) with the details.

### **Media Opt-Out Form**

Some persons may choose not to have their photos, or photos of their children, used and we respect their wishes. Therefore, we are providing a Media Opt-Out form for individuals or families who prefer NOT to have photographs of themselves used by the church. If you have no objection to the use of your photos, you do not need to sign or return this form.

**Copies of this form are available in the parish office and website.**