**Safeguarding and Child Protection- PHOTOGRAPHS OF CHILDREN AND YOUNG PEOPLE POLICY**

 Avoid using children’s names (first name or surname) in photograph captions. If the child is named, avoid using his or her photograph. If the photograph is used, avoid naming the child.

* Use a parental permission form to obtain consent for a child to be photographed/videoed.
* Obtain child’s permission to use their image.
* Only use images of children in suitable dress to reduce the risk of inappropriate use.
* Professional photographers or the press who are invited to an event, should be made aware of the Haffner Orchestra’s expectations of them in relation to child protection.

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* Do not allow photographers unsupervised access to children.

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* Do not approve photography sessions outside official events (rehearsals, concerts etc.) or at a child’s home