

Privacy and the DHUC Website

The issue of privacy on the DHUC website has recently been raised. It is important for all members and friends of Dunbar Heights to know that we respect the rights of all to protect their privacy to whatever extent is desired and needed.

Here is some information gathered from United Church of Canada on privacy policy.

Q Congregations frequently take photos/videos of events that are then posted in bulletins, etc. Is consent required by anyone whose photo may be captured and published in the process?

A Yes, consent is required. This is particularly important if the intent is to publish the photos either in print or electronically. There may also be copyright restrictions.

(Privacy Bulletin FAQ, March 2004)

Q) Is specific permission required to use group or individual pictures on the website?

A Yes, expressed written consent is required for the posting of photographs, especially those on the Web. The intent is to protect children and youth from unauthorized harvesting of digital photographs from websites by any unscrupulous individuals that may be targeting children.

(Privacy Information for Congregations, Privacy FAQs, December 2004)

The answers to these two questions have implications for the DHUC website in its present format. The following informal practices have been in place to date regarding the posting of pictures and information on the DHUC website:

Regarding names:

- No names of children are ever posted on the website.
- Names of regular members of the congregation are not posted on electronic pages but may appear in print documents such as Good Tidings and Annual Reports.
- Names of Council members are reported with their positions on the electronic Staff page of the site.
- Staff members' names accompany their pictures and appear on electronic pages.

Regarding photographs:

- Many pictures are taken during children's time in worship. As much as is possible, pictures are chosen with children viewed from behind, partially concealed or in profile and are a small presence in the picture.
- Less restrictive pictures are occasionally in print documents that are posted on the website.
- Group pictures at events may show adults and children and may be posted on the website. Such pictures are chosen with the same attention mentioned above.

Therefore, all members and friends of the congregation are asked to sign the **Privacy and the DHUC Website** form available overleaf in the narthex and the office indicating clearly their understanding of the policy, the present practice and indicating **Yes** or **No** to having names and pictures of themselves and family members appear on the website.

Thank you
Maureen Paetkau
Webminister

Privacy and the DHUC Website

I encourage members to look at the website, choosing pages where information about you and your family is likely to appear. Then complete the following form. Thank you.

- YES I have read and understand the current practices in place regarding names and pictures on the DHUC website www.dunbarheightsuc.ca .
- YES I agree to have pictures of myself on the website as stated in the current practices.
- YES I agree to have pictures of my children on the website as stated in the current practices.
- NO I **Do Not** want my name, picture or those of my children to ever appear on the website.

Name

Child's name

Child's name

Child's name

Signature

Date