



## LAMBETH MUSIC SERVICE – RECORDED MEDIA POLICY

Lambeth Music Service and In Harmony Lambeth wants to promote and celebrate its musical activity through recorded media. This material will contain images of children and young people that have participated in various activities/events, either as a learner, performer or as an audience member.

The interests and wellbeing of our musicians are paramount and Lambeth Music Service follows strict and legal Safeguarding protocols that ensure that all necessary steps are taken to protect children and young people at all times and from the inappropriate use of images.

Permission is sought from parents and carers of children who have music lessons through Lambeth Music Service for their child/ren to be recorded through visual and audio media. If consent is declined, Lambeth Music Service will contact parents and carers to discuss their reasons and decision as this may result in children being unable to participate in certain events.

Lambeth Music Service assures you that:

- We will never supply the full name of the child/children along with the image/ recording, unless written permission has been granted
- We will only use images of children in suitable dress
- All Lambeth Music Service photographers will be required to have an Enhanced DBS
- A photographer or film crew will never work unsupervised alongside children and young people
- Once permission is gained, Lambeth Music Service may use the Recorded Media for the following purposes:
  1. Using these sounds and images to celebrate and publicise the work of Lambeth Music Service or Lambeth Sounds Music Hub anywhere worldwide, and may retain archive copies of such recordings and photographs for use in future publicity for an unspecified time
  2. Photographs will be in the public domain and are therefore without restriction
  3. Lambeth Music Service reserves the right for use of the recorded media for selling/hiring/promoting and obtaining future funding

If a parent or carer ever has any concerns regarding inappropriate/intrusive photography, please report these immediately to a member of staff. Bryan Welton, Head of LMS and Designated Safeguarding Lead [b.welton@lambethmusic.co.uk](mailto:b.welton@lambethmusic.co.uk)

Please be aware that it is never appropriate for Lambeth Music Service staff and volunteers to take photos or make recordings for personal use.

Audience members will be advised on the day of a performance delivered by Lambeth Music Service whether they have permission to photograph/record a particular event/activity.

*Lambeth Music Service is the Lead organisation of Lambeth Sounds*



Lambeth Music Service disclaims any responsibility for recordings made by members of the public when they have been advised that photography/recording are not allowed, despite our best efforts to ensure that this doesn't happen.

On occasion, press and broadcasting companies may wish to take photos/film of your child. Where this may occur and you have already given permission for your child to be recorded by audio/visual media and have agreed to the LMS Recorded Media Policy, you will be given the opportunity to decline your permission in these circumstances.

If you wish to look at specific examples of how imagery is used to celebrate musical achievement, please look at our website.

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