



ST JOHN THE APOSTLE & EVANGELIST, WATFORD

LIVE STREAMING & FILMING POLICY

Policy Statement

The Parochial Church Council ('PCC') of the parish of St John the Apostle & Evangelist, Watford, is committed to sharing our services virtually whilst ensuring compliance with safeguarding requirements, data regulations and relevant licensing regulations.

Duties of the PCC

The PCC is responsible for ensuring appropriate and suitable procedures are in place to allow for the online broadcasting of our services.

Notices

Sufficient notice will be given to those attending to make them aware that services are being recorded and live-streamed.

Filming area

The filming area will be restricted to include the following areas in church:

- High Altar
- Nave Altar
- Lectern
- Sacrament Chapel Altar

There will be no filming of the congregation sitting in the Nave of the Church, and the congregation will not be filmed receiving holy communion.

Licensing

The PCC will ensure that the appropriate licences are in place to allow for online broadcasting to take place, as follows:

- A *Church Copyright Licence* permits churches to project or print out the words and music to the world's great worship songs and hymns. With this licence, the church is covered for recording services on behalf of those unable to attend in person. Further, the licence permits the creation of custom musical arrangements where no published version exists.
- A *Church Streaming Licence* includes the right to show lyrics as part of the stream, to enable the viewers to sing along.
- A *Music Reproduction Licence* enables the church to legally photocopy or scan typeset pages from many of the song books and music publications commonly used by churches. It also permits you to share sheet music digitally - such as by emailing pdf copies to others or by downloading music from a file share app.
- A *CLA Church Licence* legally covers the church to copy pages from publications such as study books, journals, magazines, children's activity books and drama scripts where permission is required.



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- A *PRS for Music Church Licence* covers the church for other music performances such as during socials and outreach events and film soundtracks. When combined with the *PPL Church Licence* you'll also be covered to play commercial music recordings on formats such as CD and MP3.

Copyrighted material

The PCC are responsible for ensuring that permission is sought from the owner(s) of any creative works included in the service.

In reproducing bible verses, or liturgy, we will be mindful of the limitations and restrictions within the publications in relation to reproduction and sharing of the information.

Review

The PCC's Live Streaming & Filming Policy will be reviewed triennially, or sooner in response to new legislation, policies or guidance, or specific demand and feedback.