

**INSTITUTE OF CHRIST THE KING SOVEREIGN PRIEST**  
**AUDIOVISUAL MEDIA POLICY**

On the back of this page is the Institute's Photo Use policy, for posting in the narthex of all sanctuaries and for use in all apostolate newsletters. This photo use policy is also posted on the Institute's website.

Please note that parents and guardians must consent before the Institute uses images of a minor that are taken at the Institute's *private* events. A separate form is provided for this purpose.

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**AUDIOVISUAL MEDIA POLICY**

As an integral part of its mission, the Institute may take or acquire photographs, videos, or voice recordings (“Audiovisual Media”) that communicate news about the implementation of its mission and vision. This Audiovisual Media may be routinely published in printed and digital publications and training materials, and/or on its website or other social media platforms.

The Institute is committed to the responsible use of Audiovisual Media. Under no circumstances will the Institute knowingly publish Audiovisual Media that could be an embarrassment, cause scandal, or bring discredit to the Institute or the individuals in any audiovisual media. Neither full names nor contact information will be published for an adult without the individual’s prior written consent, and no Audiovisual Media of an individual will be used in any fundraising appeal without that individual’s prior written consent. Attribution credit will be given when required by applicable copyright laws. As a courtesy, and to the extent possible, the Institute will decline to use Audiovisual Media or will promptly remove Audiovisual Media, upon request. In some circumstances, however, it may be impossible to accommodate such a request, as for example when Audiovisual Media covers a large group at a public event.

By permitting a minor to participate in the Institute’s *public* events, such as Masses, Baptisms, Confirmations, performances, community outreach projects, and similar events, parents and guardians will be deemed to have consented to the Institute’s Audiovisual Media Policy. For *private* events, parents and guardians will be asked to provide written permission for the use of the minor’s image in a manner consistent with this policy at those events.