



PHOTOGRAPHY AND VIDEOGRAPHY POLICY

Approved by:	Cabinet
Date reviewed/approved:	20/11/2024
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Manager responsible:	Head of Communications and Student Engagement

Introduction

At the Union of Brunel Students, we regularly capture photos and videos at our events and activities to showcase student life. These may be used for various marketing and promotional purposes, including but not limited to:

- Social media platforms (Instagram, Facebook, X, TikTok, etc.)
- Our website and event pages
- Promotional materials (flyers, posters, brochures)
- Email newsletters and campaigns

Additionally, the Union of Brunel Students may share photos with Brunel University of London (and other partners we have a relationship with e.g. BUCS and NUS) for use in their publicity and promotional materials. By appearing in our photos, you agree to this shared usage. If you have any concerns, please get in touch, and we will do our best to address them.

The Union acknowledges its responsibilities in capturing images by photography or other means in particular with reference to:

- The Protection of Children Act 1978;
- An individual's right to privacy under The Human Rights Act 1998; and
- The Data Protection Act 1998
- General Data Protection Regulation (GDPR)

Legal Basis for Processing

We rely on legitimate interest as the legal basis for capturing and using photographs and videos. This helps us promote our events and foster a sense of community, while carefully balancing the privacy rights of those attending.

Attending Our Events/Activity

By attending any event hosted by The Union of Brunel Students, you acknowledge that photography and videography may take place, and that these may be used by the Union for promotional purposes across our platforms (e.g., websites, social media, newsletters). Where practical, we will seek written consent. However, in situations where this is not feasible, your presence at the event will be taken as implied consent, unless you let us know that you object (details below).

Please note, the Union is not responsible for any images or videos taken by third parties not acting on our behalf.

Venue Nightlife Photography Partner



The Union of Brunel Students partners with Licklist, as our photography provider for club nights. Photos taken by Licklist will be published on their website and made available for public download. The Union may also use these photos for promotional purposes.

If you do not wish to appear in these photos, please inform us in advance or speak to the photographer on the night, details below in the opting out process.

Public Download of Photos

Photos shared on our platforms may be freely downloaded and used by others. Once downloaded, we cannot control how these images are shared or used by other people. If you would like a specific photo removed from our website, photo albums or social media pages, please contact us per the process below, and we will promptly take it down to prevent further downloads. However, please note that we cannot control usage of photos that have already been downloaded or shared by others.

Opting Out

If you do not wish to be photographed or filmed, you can object in the following ways:

1. **Before the event:** Notify the event organiser in advance.
2. **During the event:** Inform the photographer, videographer, or a member of the event team on the day.
3. **Post-event:** If you see an image or video of yourself that you would like removed, contact us at union.dataprotection@brunel.ac.uk and we will address your request as quickly as possible.

Your Rights

In accordance with UK GDPR, you have the following rights regarding your personal data (photos and videos), including:

- **The right to access:** You can request copies of any images or videos featuring you.
- **The right to rectification:** If any images or videos are inaccurate or misleading, you can request that they be corrected.
- **The right to erasure (right to be forgotten):** You can request the deletion of images or videos featuring you.
- **The right to object:** You can object to the use of your images or videos for specific purposes, such as marketing.
- **The right to restrict processing:** You can request that the use of your images or videos be limited in certain ways.

To find out more about any of these rights, and our processes, please visit - [Terms and Conditions](#). Any questions, please contact us at union.dataprotection@brunel.ac.uk

Data Retention

We are committed to respecting your privacy and will only use your image in a respectful and representative manner. Photos and videos from events will be securely stored and retained for up to five years. After this period, they may be archived as part of our historical records or deleted. We will not use any images beyond this period without further consent.

Contact Information



For any questions about this policy or how we use your data, please contact us at union.dataprotection@brunel.ac.uk.

By attending our events, you confirm that you have read and understood this policy, including your rights under UK GDPR.