

PHOTO & IMAGES POLICY



Photo and Images Reminder

ADRA is committed to respecting the dignity and culture of the people with whom it works.

CONSENT

- Consult with local ADRA staff regarding the culture of the local people and their sentiments regarding being photographed/videographed
- Ensure local ADRA staff have attained appropriate permission/authorization from the local government and communities to be visited for photography/videography
- When taking pictures of a group (more than three people), obtain verbal permission and explain to the group how the pictures may be used

PHOTO COMPOSITION

- When photographing or filming a child you need to fully abide by the Child Protection Policy
- Images of people should present them in a dignified manner and not in a degrading manner
- Images should be decent and respectful and not present people as victims or in a vulnerable or submissive manner.
- People (including children) should be adequately clothed in photographs and not in poses that could be interpreted as sexually suggestive
- The use of images should not in any way endanger or stigmatise the people they include

FILING

- Send your photos to ADRA New Zealand when you return from your trip.

connections@adra.org.nz

CAPTIONS / USE OF PHOTOS

- Photographs/footage should be used in context and should be representative of the project or country referenced
- Photo captions should be fair and accurate
- The identity of children should not be disclosed

COPYRIGHT

- All photos of ADRA subjects/projects, are the sole property of ADRA New Zealand. ADRA New Zealand shall have all copyrights of same. Photos shall not be used by any other person/entity without the written consent of ADRA New Zealand

REMEMBER

Think twice before uploading your photos to Instagram or Facebook. Please make sure all ADRA policies are followed when you uploading photos and information to social media.

CHILD PROTECTION SUMMARY



Child Protection Code of Conduct

I will...

- Treat children with respect regardless of race, colour, sex, language, religion, political or other opinion, national, ethnic or social origin, disability, or other relevant status
- Not use language or behaviour towards children that is inappropriate, harassing, abusive, sexually provocative, demeaning or culturally inappropriate
- Not engage children in any form of sexual activity or acts, including paying for sexual services or acts, where under the

law(s) applicable to the child (including Part IIIA of the Australian Crimes Act 1914 (Cwlth) as amended), the child is below the age of consent or the act(s) are an offence under relevant laws

Tips...

- Wherever possible, ensure that another adult is present when working in the proximity of children
- Do not invite unaccompanied children into your accommodation, unless they are at immediate risk of injury or in physical danger
- Do not sleep close to unsupervised children unless absolutely necessary, in which case I must obtain my supervisor's permission, and ensure that another adult is present
- Use any computers, mobile phones, or video and digital cameras appropriately, and never to exploit or harass children or to access child pornography through any medium

- Refrain from physical punishment or discipline of children (excluding my own children)
- Immediately report concerns or allegations of child abuse in accordance with appropriate procedures

