

Almost everyone these days carries around a means of producing photographic or video images of themselves and the people around them and in Youth Exchange the need to record the moment is particularly pressing.

There are three issues highlighted here:

- Precautions to be taken when staging a Rotary event in order to restrict the opportunity for the general public to take inappropriate photography and videos of children. These are detailed in *CP7A: Photography of Children and Vulnerable Adults at Rotary Events*.
- Permission to be obtained from Youth Exchange students and their parents for photographs or videos to be taken and for these images to be used responsibly to promote the Youth Exchange programme.

*CP7(O): Outbound YE Student Photography & Video Consent Form* ([download here](#)) is suitable to be given to Outbound students at Orientation, thereby enabling the District and Club to make use of any materials that the students share with them.

*CP7(I): Inbound YE Student Photography & Video Consent Form* ([download here](#)) is included in the *Preparation Pack for Inbound Students* for all programmes (*S10A, L10A, C(I)10A*).

Completed forms are returned to the DYEO for storage in the student's electronic Record Folder. (*See R1: Record Keeping & Retention*).

- The responsibility of students themselves in terms of the images which they generate and the use that they make of them.

Also included in the *Preparation Pack* referred to above is the document *Rules & Behaviour Guidelines for Inbound Students (S12, L12, C(I)12)* which requires students to accept the following:

### PHOTOGRAPHY & SOCIAL MEDIA PROTOCOL

*You and your parents will have been asked for permission for Rotarians to take photographs or videos of you while on exchange, and Rotary undertakes to use these images responsibly and for the benefit only of the Youth Exchange programme. Likewise, we expect any images which you record to be used responsibly. You must not post images on Facebook or on any other social media site of your host families or any other adults involved with your exchange, without their permission. This is particularly important if children are involved.*

*Most students are active on social networking sites. It is expected that posts, whether verbal or visual, shall be respectful of other people and shall do nothing to bring Rotary into disrepute.*