

KILLEARN COURIER – PVG EDITORIAL GUIDELINES

An Addendum to the KCFC Protecting Vulnerable Groups Policy

KCFC has recently adopted a policy for Protecting Vulnerable Groups: this covers operational aspects of the Courier's newsgathering, compilation and social activities – but not the content of the publication. These Guidelines describe the editorial policy of the newspaper.

VULNERABLE PEOPLE: The Courier respects the rights to privacy of its subjects and is conscious that by disclosing personal information about vulnerable people (especially children) in the publication it could potentially provide opportunities for inappropriate contact.

[For Child Protection purposes the law defines a Child as being anyone under 18 years of age; although editorial guidance may vary between different age categories.]

CONSENT: the Courier will always obtain permission when featuring vulnerable people in copy or in pictures.

When operating with an established group such as a school, a youth organisation or a sports club, it is reasonable to expect the organisation to have obtained such agreement – and therefore group permission from the organiser will be deemed sufficient,

When featuring informal groups or individuals, consent will be sought from a parent, guardian, teacher or appropriate responsible adult before publication.

IDENTIFICATION: publications – whether print or on-line – should not carry more personal details than is necessary for the editorial purpose of the article. For example, disclosing a vulnerable person's first and second names and where they might be located when they also feature in a photograph could unintentionally allow their identification. That person could be subject to some sort of protection order; or identification could result in unwanted or inappropriate attention.

It is therefore policy that group photographs in the Courier should not name individuals: a group label should be sufficient. This is not practical when only one or two people feature so the responsible adult's clear agreement to this should be established, recorded and passed to the Secretary of the Courier.

SOCIAL MEDIA: at present the Courier is published on-line but does not operate social networking sites. Should this change, good practice in respect to PVG will be adopted – and these Guidelines amended.