

Brimbank Church of Christ Online Broadcast Guidelines

This document serves as the policy and procedure we will follow when our church services are made available via livestream or are recorded for audio-visual listening/viewing at a later time.

Closed Group Viewing – Services In Person

All our Worship Services are live-streamed via Zoom when we meet in person under the following guidelines:

- The link is made available only to members and regular congregants.
- A Zoom operator keeps an eye on the participants so we know who is viewing the service.
- These services are not video recorded so must be live streamed at the time.
- The sermon is recorded and made available for podcast with the permission of the preacher.

Closed Group Viewing – Services Online

When our services are required to be held via Zoom due to government restrictions, the content is presented live via Zoom and livestreamed over YouTube under the following guidelines:

- The link to the YouTube stream allows people to view the service after the fact as an unlisted video, so the link is distributed only to the membership and regular congregants.
- During these services, 'speaker view' is used so only those involved in the service can be seen on YouTube.
- All those involved in the service should be conscious of the fact that we have limited control over who forwards the link and should therefore avoid sharing personal stories or identifiable facts about others without their consent.
- That consent must be given understanding that it may be viewed more widely than they anticipate.

Open Services

As we grow and embrace the digital transition that is taking place in churches, our services may be broadcast publicly via YouTube or a similar platform. When we get to this point it is important that:

- Any personal details or stories being shared must have the permission of the person being named or referenced.
- That person agreeing to be named needs to be made aware that the recording of what is said will be made publicly available for a period of time after the recording takes place.
- Notice signs must be placed at various points explaining that the service is being broadcast.
- It must be mentioned at the start of the service that it is being broadcast live to the public.
- Anyone wishing to be involved in the service but not wanting to be broadcast should be given an opportunity to either serve at a service that is not broadcast or the broadcast must be stopped during their segment of the service.
- If at any point a person who can be identified and wishes for their recording to be removed from public access, it will be removed or their part of the service will be edited out.