

Recording and Broadcasting of Public Services– Privacy Notice

Information that we collect and use about you

The University collects and uses the personal information about people who attend our livestreamed and recorded services at King's College Chapel. These include a weekly Wednesday Worship service and other significant services that are livestreamed on YouTube and later made available on the University of Aberdeen YouTube channel. The recordings will be available for any members of the public to watch on the internet.

The personal information to be collected and used includes:

- Your personal details: your title, names (if speaker, staff and members of the public involved in the delivery of the service)
- An audio and visual recording including identifiable images of individuals
- Potentially religious beliefs may be implied or known.

The camera will be focused primarily on the speaker, staff and members of the public delivering the service; however, members of the congregation may be captured during filming. An area within the chapel will be designated for individuals that do not wish to be on camera.

Why we process this information, and our lawful basis

We collect and use your personal information for the purpose of providing services of Worship to students and the wider public.

The lawful basis on which the University will process your personal information is;

- to enable the University to deliver its public task to provide religious services to the community

Disclosing your information

The University may share your personal information in the following ways:

- We may disclose personal information to other recipients in exceptional circumstances or when required to do so by law.

We will transfer your personal information to countries and organisations outside the UK where necessary to provide the online events.

YouTube can re-use images and footage for the purpose of improving and publicising their own services. The YouTube privacy notice can be accessed here: [Privacy Policy – Privacy & Terms – Google](#)

Children and Safeguarding vulnerable adults

The University will not record children or vulnerable adults who are part of the congregation. Some individuals may be captured if they/ their guardians have agreed they can play a role in the service.

How long your information is kept

The University retains recordings of services for three months.

Recordings of services made available on the University of Aberdeen YouTube Channel will be retained for one year then removed.

Your rights

You have rights to obtain a copy of your personal information, and to ask us to correct inaccurate or incomplete personal information. More information on rights can be found at [Your Rights | About | The University of Aberdeen \(abdn.ac.uk\)](#).

Queries about how your data is processed can be addressed to the Information Governance Team at dpa@abdn.ac.uk and you can also contact the Information Commission (ICO) for guidance or to raise concern.