

Copyright: A Quick Guide

Copyright and your Responsibility

Copyright applies to anything 'owned' by someone other than you.

This includes images, music, and words in the form of prose, poems, liturgy or prayers. If you 'share' an image or words then you are 'publishing' them and so are subject to copyright. Sharing can be via a website, a church service, a presentation publicity material, a magazine, or social media.

If you use copyright material without permission, you risk a fine up to thousands of pounds.

You are responsible for ensuring that you have not breached copyright and you have the rights to publish the material.

- Copyright explained: <https://uk.ccli.com/about-copyright>

Use of Resources, Prose, Poems and Prayers

Anything published already can usually be used, if you attribute it to the original creator.

Example:

Poem by T S Elliot.

But material and resources published by other organisations may have a wider copyright, so do check with them how they expect you to credit them.

Example:

Copyright | The Bible Society.

All our material, including that on our website, is protected by UK and international copyright laws. This includes, but is not limited to graphics, logos, images, icons, text and software and is the property of Bible Society or its content providers. Unauthorised use of our material is prohibited, including reproduction, storage, modification, distribution or republication, and may not be used without prior written consent of Bible Society, or where applicable, the respective copyright owner(s).

Remember that blogs – or bookmarking sites like Pinterest – often do not hold the rights for the material they show, so you will need to find out for yourself. You may need to contact the blog's author, or do an internet search for the original source. This should give you the attribution and tell you whether there are user rights associated with it.

If in doubt, contact the publisher/ author. If you can't find it, don't use it.

If you are using material shared and adapted by someone else you will need to attribute both the original author and the person who adapted it.

Example:

Hope House Church Connect Group, adapted from original material by Holy Trinity Brompton

- Gain a special licence to use material: <https://www.nlamediaaccess.com>

Use of Photographs and Clip Art

It is important to ensure that you have permission to use images, whether online – your website, Facebook, Twitter, Instagram – or in print. There is a common misperception that images online are in the public domain and can be reused. This is not the case!

You should presume that all online content is copyright and you do not have permission to use it yourself without consent from the copyright holder.

AVOID Getty Images, iStock, Shutterstock etc at all costs – literally!

AVOID using photos without permission from the Daily Mail, Telegraph, Guardian, local press, etc.

Apart from your own photographs, do not use anything without permission – it must be free to share or by the permission of the owner.

Fortunately, there are now many ways to use interesting images and to stay on the right side of the law. These should be encouraged, but –

Don't be tempted to cheat, it could cost thousands of pounds in royalties!

Royalty-free Images

The website **A Church Near You** holds a catalogue of stock images that can be downloaded from the resources section of the parish page. Simply log on to the website, which will allow you to amend your parish page in the newly updated format and with new features. While you are there, you can download a profusion of stock images for your website or social media.

- <https://www.achurchnearyou.com/>

Other royalty-free websites include:

- Pexels: <https://www.pexels.com>
- Pixabay: <https://pixabay.com>
- Unsplash: <https://unsplash.com>
- Pxhere: <https://pxhere.com>
- Piquesels: <https://www.piquesels.com>
- Pxfuel: <https://www.pxfuel.com>
- Wallpaper Flare: <https://www.wallpaperflare.com>
- Public Domain Pictures: <https://www.publicdomainpictures.net>

Music

There are two main organisations which supply relevant up to date information and licenses for churches and schools, covering words and music, music reproduction, and livestreaming.

- CCLI UK: <https://uk.ccli.com>
- One Licence: <https://www.onelicense.net>

Helpful articles and blogs include:

- Jubilate Hymns Ltd: <https://www.resoundworship.org/blog/licensing-explained-for-streaming-worship-songs-the>
- Copyright for images, music and text: <https://www.london.anglican.org/kb/copyright>

Liturgy

Material from Common Worship is subject to copyright too. If the material is going to be used in an act of worship, no application for permission is usually required.

- The CofE's *A Brief Guide to Liturgical Copyright* sets out when explicit permission is or is not required: <https://www.churchofengland.org/sites/default/files/2017-11/Brief%20to%20liturgical%20copyright.pdf>.

FINALLY - please do not upload anything to our website without first checking you have permission to do so from everyone whose material is included in whatever you are posting.