

COVID-19 SAFEGUARDING GUIDELINES FOR PHOTO AND VIDEO SHOOTS

Covid-19 safeguarding measures and social distancing mean we have to think creatively and carefully in our approach to photography and video shoots at Shelter. This document outlines the measures we need to take when arranging shoots, to ensure contributors and crew are informed and supported to carry out filming safely and effectively. As ever, we have a duty of care and a legal responsibility to everyone involved on a shoot.

Please refer to [government guidelines](#) for the up to date guidance and to ensure your shoot is permitted under coronavirus restrictions.

OVERVIEW

Where possible we should produce content remotely.

Shoots must not be arranged with people who are at high, or moderate risk of coronavirus, or with anyone living with someone at high risk from coronavirus. ([List of higher risk people can be found here](#))

Working inside service user's homes poses too high a risk to safety and is not currently permitted.

Minimise the number of people on a shoot.

Facemasks to be worn by crew.

Maintain 2m-distancing.

Wash your hands for 20 seconds with soap and warm water or use hand sanitiser for at least 30s regularly.

Cough and sneeze in the crook of the arm or into a tissue and bin immediately.

PRE-PRODUCTION

Briefs and concepts should be developed in accordance with government restrictions and guidance.

Encourage early confirmation of projects to allow for additional prep time.

Finalise as many creative decisions as possible to reduce last-minute changes on shoot days.

Complete a risk assessment prior to filming.

Plan for all health requirements & sanitary accommodations.

Explain new procedures to crew and contributors.

All contributors and crew to read and return our 'Health statement' prior to the shoot.

PRODUCTION / PHOTO SHOOT

Travel

Only travel for essential filming and photography.

Crew should drive, walk cycle where possible. Consider parking options.

Avoid distant locations or overnight stays in hotels.

Crew and contributors

Facemasks to be worn by crew.

Minimise the number of people on a shoot.

Consider allocating a production manager / health and safety lead to monitor shoot.

Ensure access to hand washing facilities or hand sanitiser.

Stay 2 meters apart from other crew and contributors

Minimise location moves through the day.

Make sure crew can [spot symptoms](#), tell anyone with symptoms to [quarantine immediately](#)

Keep a record of shoot members, addresses and contact details.

Equipment

Clean equipment before a shoot and at the end of each day.

Ensure people touch things as little as possible - e.g. colour coded kit and ask contributors to self-mic.

Keep workstations/cameras 2 meters apart where possible.

Location

Council grants may take longer to obtain, so check in advance.

Locations to be cleaned prior to and after shooting.