



# Mount Kelly Swim Centre Filming and Photography Policy

## 1. Introduction

Sports facilities and organisations benefit from using images of young participants to promote and celebrate activities, events and competitions. Some coaches also find it helpful to use photographs or videos as a tool to support a young athlete's skills development.

It should be acknowledged that although the majority of images taken are appropriate and in good faith, images can be misused as the use of photos and videos on websites and social media, and in posters, the press or other publications, can pose direct and indirect risks to children and young people if not managed correctly.

## 2. Potential Dangers

Filming and photography pose three potential sources of child abuse:

- The use, adaptation, sharing or copying of images for child abuse purposes, either electronically or in print.
- The possible identification of a child when an image is accompanied by significant personal information, which can lead to the child being 'groomed'.
- The identification and locating of children where there are safeguarding concerns; such cases would include, for example, children who could be compromised by an image because:
  - ◆ They have been removed from their family for their own safety.
  - ◆ There are restrictions on their contact with one parent following a parental separation.
  - ◆ They are a witness in criminal proceedings.

### **3. General Guidelines**

The Swim Centre does not wish to ban the filming and photography of children in the building but has adopted a set guidelines to safeguard each child's wellbeing.

Unauthorised filming and photography is not permitted in the pool halls and permission for authorised filming and photography will only be granted following consideration of the circumstances, purpose ensuring appropriate arrangements.

Tablets, I pads and mobile phones if they have a video or photograph facility are recognised as a camera and the Filming and Photography Policy applies to their use. The banning of mobile phones is not supported as children need them to keep in touch with parents, particularly in emergencies.

No photography or filming in any form is permitted in the Changing Rooms, showers and toilets and mobile phones must be turned off before entering these areas.

Clear signage has been erected at appropriate locations in the building to highlight the above guidelines.

### **4. Photography by Parents and Spectators**

Most spectators – especially competitors' family and friends – will want to take photos or videos at events. The Swim Centre does not wish to stop parents photographing their child if they wish but must safeguard each child's wellbeing.

It is not reasonable, practical or proportionate to secure consent for every participating child in order to take such images, or to preclude such photography on the basis of the concerns of a small number of parents. In these circumstances it will be made clear to all participants and parents that these kinds of images will be taken and for what purposes.

A parent or guardian has a right to refuse to have their child photographed and all reasonable steps to respect their wishes should be adopted by removing the child from the line of the camera.

### **5. Guidance on Filming Children During Training Sessions**

The requirement for any filming must be justified (e.g. to assist in stroke development). The individual who is responsible for filming should exercise caution when recording and ensure the content of the footage is appropriate and complies with the practical guidance outlined in point 7 below.

Filming should cease and/or the footage destroyed should any concerns be raised. Once the footage has served its purpose it should always be destroyed unless the need to keep it can be justified.

### **6. Photography and Filming During the Hire of the Swim Centre by External Organisations**

External organisations hiring facilities must agree to adhere to the Mount Swim Centre Filming and Photography Policy. These are included with the Terms and Conditions of Hire on the Swim Centre website.

## **7. Practical Guidance**

All photographs should observe generally accepted standards of decency, particularly:

- Action shots should be a celebration of the sporting activity and not a sexualised image in sporting context.
- Action shots should not be taken or retained where the photograph reveals a torn or displaced swimming costume.
- Poolside shots of children should be above the waist only in a swimming costume, though full length tracksuit shots are approved.
- Photographs should not be taken from behind the starting blocks or that show young participants climbing out of the pool.
- Published photographs may identify the individual by name and organisation but should not state the swimmers place of residence or school attended.

## **8. Responding to Concerns**

All staff, volunteers, children and parents will be informed that if they have any concerns regarding inappropriate or intrusive photography (in terms of the way, by whom, or where photography is being undertaken) to report them to the Mount Kelly Swim Centre Designated Safeguarding Lead where they will be dealt with in the same way as any other child-protection issue highlighted in the Mount Kelly Swim Centre Safeguarding Policy. If there are concerns or suspicions about potentially criminal behaviour this will include referral to the police.

Concerns about professional photographers often attending events etc. should also be reported to their employers.

## **9. Monitoring**

The policy will be reviewed a year after development and then every three years, or in the following circumstances:

- changes in legislation and/or government guidance
- as required by the Devon Safeguarding Children Board, UK Sport and/or Sports Council
- as a result of any other significant change or event.

(Draft 1 - March 2017).