

South Petherton Tennis Club

Photography and Filming Policy

This policy should be read in conjunction with the [LTA guidance](#).

South Petherton tennis club recognises the potential risk of sharing photographs and images of children on social media or other online platforms carries potential risks. For example:

- children may become vulnerable to grooming if a photograph is shared alongside information that makes them identifiable. This includes: personal details; a tag with location information; visual details such as a school/club uniform
- inappropriate images of children may be shared online
- images may be copied, downloaded, screenshotted or shared by anyone
- images of children may be adapted and used inappropriately
- photos or videos may appear in internet search results
- depending on the terms and conditions of using an online platform, the image may be owned by the platform once it's been posted. Platforms may then license images for use by third parties – such as for commercial purposes
- each photo or video, and any comments on them, become a part of a child's public image.

South Petherton Tennis Club will:

- Always ask for written consent from a child and their parents, guardians or carers before taking and using a child's image
- If consent is withdrawn, taking reasonable steps to remove the photos of the child from public view. It may not be possible to delete or destroy all images that have been disseminated online (such as via social media) or in hard copy.
- Only using first names of children, unless it is considered necessary and in the child's best interests
- The child and parent have consented (and been informed how, where, in what context an image might be used, e.g. public website, or through social media, and are aware of potential risks)
- Never publish personal information about children
- Make sure children, their parents, guardians and carers understand how images will be securely stored and for how long (including how we will control access to the images and their associated information)
- Reduce the risk of images being copied and used inappropriately by:
 - Only using images of children in appropriate clothing
 - Avoid images and camera angles that may be more prone to misinterpretation or misuse than others
 - Using images that positively reflect children's involvement in the activity
 - Ensure expectations are clearly set around consent and the use of any personal devices among members, volunteers and young players

Photography and/or filming for personal use

Guidance will be provided for children, parents/guardians/ carers or spectators at events.

In the event that a player wishes to enter into a private arrangement with a commercial photographer or videographer, the photographer or videographer must have the express consent of that player (or their parent or legal guardian where the player is under 18 years old). The Committee must be informed.

In the event of South Petherton Tennis Club engaging a photographer for an event:-

- The photographer will be required to confirm DBS standing
- A clear brief about appropriate content and behaviour will be provided
- The photographer will be required to wear identification at all times
- Children and parents/guardians/carers will be informed that a photographer will be at the event and written consent to images which feature their child being taken and shared*
- The photographer will be informed about how to identify – and avoid taking images of children without the required parental consent
- The areas where all photography is prohibited (i.e. toilets, changing areas, first aid areas) will be clarified
- The photographer will not have unsupervised access to children
- The photographer may not carry out sessions outside the event or at a child's home
- Any concerns regarding inappropriate or intrusive photography will be addressed in accordance with the safeguarding policy.

*At some events, wide-angle and general images of the event, the site, award ceremonies, and similar may be taken. It may not be reasonable, practical or proportionate to secure consent for every participating child in order to take such images. In these circumstances, all participants and parents/ guardians and carers will be made aware that these kinds of images will be taken, and for what purposes.

Concerns

If there are any concerns expressed about the use of film or photography, a committee member should be informed at the event, or the Safeguarding Officer should be contacted at safeguarding.sptc@gmail.com.

Storing images

Electronic images will be deleted after the agreed use. If stored, they will be placed in a password protected folder only and deleted after the agreed use.

Images are deleted after use and not repurposed for personal use (e.g. marketing or otherwise)

Chairperson Zena Hodgson:

Date: 5th August 2021

Welfare Officer / County Safeguarding Officer Paula Shepherd:

Date: 5th August 2021