



PHOTOGRAPHY AND FILMING POLICY

Twickenham Tigers FC promotes the appropriate use of photography and filming of children participating in football, however, it's important to be aware of the potential child protection and safeguarding issues that arise when people take photos or film children in relation to sporting activities. The potential for misuse of images can be reduced if we all understand the potential risks and dangers and put appropriate measures in place to reduce them.

Potential Risks:

- The inappropriate use, adaptation or copying of images for use on child abuse websites on the internet (often incorrectly referred to as pornography sites)
- The identification of children when a photograph is accompanied by significant personal information that will assist a third party in identifying the child. This can lead, and has led, to children being 'groomed'
- The identification and locating of children in inappropriate circumstances which include: (i) where a child has been removed from his/her family for their own safety; (ii) where restrictions on contact with one parent following a parental separation exist e.g. in domestic violence cases; (iii) in situations where a child may be a witness in criminal proceedings; or (iv) other safeguarding children concerns.

It's important to remember the majority of images taken are appropriate and taken in good faith. If we take the following simple measures we can help to ensure the safety of children in Twickenham Tigers FC:

Common sense considerations to ensure everyone's safety

Do:

1. Share The FA's guidance on taking images with all parents, carers and members when they join the club.
2. Ensure the club has parental consent to use a player's image if it is to be used in the public domain e.g. club website or newspaper article. This is essential in relation to point 3 below.
3. Ensure that any child in your club who is under care proceedings, is protected by ensuring that their image is not placed in the public domain. This can be done by using a consent form, so that parents/carers can identify whether this applies to children in their care.
4. Focus on the activity rather than the individual.
5. Ensure all those featured are appropriately dressed (a minimum of vest or shirt and shorts).
6. Aim to take pictures which represent the broad range of youngsters participating safely in football e.g. boys and girls, disabled people, ethnic minority communities.

Don't:

1. Publish photographs with the full name(s) of the individual(s) featured unless you have written consent to do so and you have informed the parents as to how the image will be used.
2. Use player profiles with pictures and detailed personal information on websites.
3. Use an image for something other than that which it was initially agreed, e.g. published in local press when initially produced for a clubhouse commemorative picture.
4. Allow images to be recorded in changing rooms, showers or toilets – this includes the use of mobile phones that record images.



Filming as a coaching aid

The FA advises that coaches using videoing as a legitimate coaching aid should make parents/carers and players aware that this will be part of the coaching programme. Care should be taken when storing the videos.

If you are concerned about the inappropriate use of images please report this to our CFA Welfare Officer or to The FA Case Manager (contact details provided below).

Remember

- It's not an offence to take appropriate photographs in a public place even if asked not to do so
- No one has the right to decide who can and cannot take images on public land
- If you have serious concerns about a possible child protection issue relating to the recording of images then call the Police. This action should only be taken where you believe that someone may be acting unlawfully or putting a child at risk
- The land or facility owner can decide whether or not photography and or videoing at football activities will be permitted when carried out on private land. However you need to make this known before allowing individuals access to the private property. If they do not comply then you may request that they leave
- Try not to use images that include individuals wearing jewellery (as wearing jewellery whilst playing is contrary to the Laws of the Game as well as being a health and safety issue).

Commissioning professional photographers and the local media

If you are commissioning professional photographers or inviting the press to cover a football activity, ensure you and they are clear about each other's expectations. The key is to plan ahead and communicate early on.

- Provide a clear brief about what is considered appropriate in terms of content and behaviour
- Inform them of your club's commitment to safeguarding children and young people. Establish who will hold the recorded images and what they intend to do with them, e.g. place on a website for sale, distribute thumb nails to the club to co-ordinate sales
- Issue the professional photographer with identification, which must be worn at all times.

Inform participants and parents or carers prior to the event that a professional photographer will be in attendance and ensure you have established that no under 18s will be compromised due to safeguarding children concerns if their image is taken – remember this can be done by using a Consent Form at the start of the season.

To report potentially unlawful materials on the internet please contact:

The Internet Watch Foundation Email: report@iwf.org.uk Telephone: 01223 237700 Fax the hotline: 01223 235921 www.iwf.org.uk

The FA's Case Management Team Email: case.management@TheFA.com
Telephone: 0207 745 4787

In accordance with our child protection policy we will not permit photographs, video or other images of young people to be taken without the consent of the child or the parent if the child is under 16 and all images will be stored securely in club files.

Twickenham Tigers FC will take all steps to ensure these images are used solely for the purposes they are intended. If we become aware that these images are being used inappropriately we will inform Twickenham Tigers FC immediately.



Guidelines for Parents and Spectators

1. Be aware of the Club's policy regarding photography.
2. Register with the event organiser if you wish to take photographs of your own children e.g.
 - at training register with the team manager;
 - at matches, with the referee (or team managers);
 - at tournaments, with the event organiser;
 - at club awards nights/registration days, with the Club Secretary or Child Welfare Officer.
3. Ensure your child is appropriately dressed when being photographed (e.g. in full football kit)
4. Remember that you have the right to prevent your child being photographed.
5. Remember that other parents have the right to prevent their children being included in photographs.
6. ALWAYS report any intrusive or inappropriate photography or behaviour to a Club Official.

Guidelines for Clubs or Persons Commissioning Photographers:

- Provide a clear brief to the photographer about appropriate conduct, behaviour and content of photos/images.
- Ensure that the photographer wears ID.
- Obtain the consent of players and parents in writing.
- Always ensure that photographers' access to young players is supervised.
- Do not approve one-to-one photograph sessions.
- Do not approve photo sessions outside the event.

Guidelines for Publishing, Broadcasting or Distributing Photographs/Images:

- Do not name a photographed child.
- Do not use a photograph of a named child.
- Obtain the consent of players and parents in writing.
- Use photos that focus on football not players and that promote good practice, for example:
 - players should be appropriately dressed (football kit as a minimum) and equipped (i.e. with shin pads etc);
 - mixed group photographs are preferable to individual photos;
 - include girls and boys, mixed ethnic groups, able and disabled

Guidelines for anyone taking photos or recording images of young players:

- Do not take photographs of young players who are not appropriately dressed
- Focus on the activity not the players
- Take group photographs where possible rather than individual photographs
- Children under the protection of a court order must never be photographed/recorded

ALWAYS report any intrusive or inappropriate photography or behaviour to a club official.

Consent information:



To be completed by parent:

- I give permission for my child's photograph to be used within the club for display purposes
- I give permission for my child's photograph to be used within other printed publications
- I give permission for my child's photograph to be used on the club's website
- I give permission for my child to be videoed for use on the clubs website
- I give permission for my child's photograph to be used on the club's social media pages
- I give permission for my child to be videoed for use on the clubs social media pages
- I can confirm that I have been made aware of how these images or videos will be stored.