



# ATLANTIC RACQUET CENTRE (ARC) PHOTOGRAPHY AND FILMING OF CHILDREN/ADULTS AT RISK POLICY

At ARC we see photography, film and social media as effective ways to celebrate and remember sport experiences as well as promoting our organisation. They can also help assist with player development by analysing their performance and monitoring progress over time. However, we are aware that photos, film and social media can be used to harm children and adults. The guidelines below demonstrate how we will use photography, film and social media in a safe and appropriate manner to ensure the safety of children/adults at risk.

### Why it matters?

The main concerns addressed by these guidelines relate to:

- The possible identification of children/adults at risk when a photograph is accompanied by personal information
- The inappropriate use, adaptation or copying of images for use on child pornography websites
- The taking of inappropriate photographs or recorded images of children/adults at risk
- The breach of court orders restricting photography of specific children

There have been concerns about the risks posed directly and indirectly to children, young people and adults at risk through the use of photographs on sport web sites and other publications when they are accompanied by personal information. This information can make a child vulnerable to an individual who may wish to 'groom' that child for abuse.

Secondly, photographs can be adapted for inappropriate use. There is evidence of adapted material finding its way onto child pornography sites.

### Guidelines for recording images

All children/adults at risk, featured in recordings must be appropriately dressed, with outer clothing garments covering their torso from at least the bottom of their neck to their thighs, i.e. a minimum of vest/shirt and shorts. The photograph should ideally focus on the activity. Where possible, images of children/young people/adults at risk, should be recorded in small groups - the group may comprise any combination of adults and children.

You should ensure that images of a young person are not recorded and published where a court order prohibits this.

Any inappropriate use of photography or of images should be reported to LTA Child Protection or the police.

Coaches, teachers and others can use video equipment as a legitimate coaching aid. However, participants and their parents/carers should be made aware that this forms part of the coaching programme, and recordings should be used, stored and destroyed with care.

### Guidelines for publishing images

If a photograph is used, unless the young person's parent gives written permission, avoid naming them altogether.

Personal details such as email addresses, home addresses and telephone numbers must never be revealed on a website or a press release.

Ask for parental/carer permission to use an image of a young person - this

ensures that parents/carers understand how the image of their child will be used to represent the sport.  
Streaming of images onto a website is not allowed.  
Only photographs that represent the broad range of youngsters participating safely in sport are taken.

### **Photography and film at events**

There is evidence that some people have used sporting events as an opportunity to take inappropriate photographs and film footage of young and disabled sportspeople. We have a duty of care to ensure that this risk is minimised.

If we are commissioning professional photographers or inviting the press to an event, we will ensure they are clear about our expectations of them in relation to child protection. A clear brief about what is considered appropriate in terms of content and behaviour will be provided. All photographer(s) will be clearly identified as the official at all times. Participants and parents will be informed that a photographer will be in attendance at the event. No photographs will be published without the permission from the parents. Unsupervised access to players or one-to-one photo sessions are never permitted.

Parents and spectators intending to photograph or video at an event must obtain permission from the event organiser and parents of any other children present.

#### **In addition:**

Participants and parents should ensure that, if they have concerns about inappropriate or intrusive photography, these should be reported to the event organiser or official and recorded in the same manner as any other child protection concern.


Event organisers or other committee members shall approach and challenge any person taking photographs who has not registered with them. The matter may need to be referred to the police, if the person involved continues to record images.

#### **Good practice and support**

By following the good practice outlined in this document, you will help ensure that ARC is a safe place for children, young people and adults at risk. If you have any comments or questions about the issues raised in these guidelines, you should contact LTA Child Protection for detailed advice.

The Club has a Welfare Officer (Tish Shere) who is specifically responsible for children, young people and vulnerable adults.

This Policy is recommended for approval by:

Signed: 

ARC Chair: Anoushka Lynd

Date: 12/04/2024

Signed: 

Club Welfare Officer: Tish Shere

Date: 12/04/2024