



## Chalfont Otters Swimming Club

### Photography & Video Policy

#### **Why Have a Policy?**

This Policy applies to all photographs taken on film or digital camera (including mobile phones) and all sorts of moving pictures including video recordings (and video streaming).

The terms “child” or “children” include anyone under the age of 18 years.

There has been much talk about whether it is safe to have images taken of children participating in sport. Whilst the great majority of images are appropriate and are taken in good faith, it is a fact that images can be misused, and children can be put at risk if common sense procedures are not observed. To set out such procedures, this Policy has been prepared by Swim England and adopted by Chalfont Otters, (“the Club”). Swim England acknowledged the assistance of the Premier League and is grateful for their consent to the reproduction of elements of the Premier League Code of Practice “Images of Children participating in Activities at Premier League Clubs” within this Policy.

#### **Aims of this Policy**

First, as in all matters concerned with the safeguarding of children, Swim England aims to help clubs establish and develop good practice.

Second, Swim England aims to help clubs avoid three potential sources of child abuse:

- The use, adaptation, or copying of images for child abuse, either on the Internet 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 children concerns. Such cases would include, for example, children who could be compromised by an image because:

- o They are removed from their family for their own safety.
- o There are restrictions on their contact with one parent following a parental separation.
- o They are a witness in criminal proceedings

## **Chalfont Otters Policy Statements**

1. The publishing of a photograph of swimmers under 18 either on a notice board or in a published article or video recording (including video streaming) of swimming competitions ("Publication") will only be done with parents' consent and in line with Swim England guidelines.
2. A parent or guardian has a right to refuse to have children photographed or videoed, including the retention of the videoing footage. The exercise of this right of refusal should not be used as grounds for refusing entry into a swimming competition.
3. In the case of open meets and other competitions where the host club has an official photographer present, all parents attending should be made aware of this in the meet details.
4. The Swim England guidelines on photos for publication, which the Club follows, are as follows: All photographs must observe generally accepted standards of decency in particular:
  - Action shots should be a celebration of the sporting activity and not a sexualised image in a 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 normally be above the waist only in a swimming costume, though full length tracksuit shots are approved.
  - Photographs should not be taken from behind swimming blocks at the start of a race or exhibit young swimmers climbing out of the swimming pool.
  - Published photographs may identify the swimmer by name and club but should not state the swimmer's place of residence or school attended.

Swim England does not wish to stop parents photographing their children if they wish at their "moments of glory" but all clubs have to ensure they do all they can to safeguard children's wellbeing in the current climate of concern.

Swim England encourages all spectators and participants at Swim England events to make themselves familiar with the photography and filming arrangements for the event and be vigilant during that event. Should individuals have any concerns about photography or filming at the event, this should be brought to the immediate attention of the Swim England Event Officer present.

## **Official Photographers**

When Chalfont Otters invite an official photographer to an event the aim will be to help celebrate and promote swimming. When taking an image, they will be asked to:

- Focus on the activity rather than the individual child.
- Include groups of children rather than individuals if possible.
- Ensure all those featured are appropriately dressed.
- Represent the broad range of youngsters participating in swimming - boys and girls, children with disabilities, members of minority ethnic communities

## **Policy on videoing children during club sessions**

The videoing of children during club sessions, by coaching staff, is done to assist in swimming stroke development or to improve swimming technique. Assuming a video is taken then the parents of the children are invited to attend the videoing and may subsequently view the video and subsequently refuse the sharing or storing of the video if desired.

Spectators and visitors to training sessions are not permitted to use photographic equipment including mobile phones to take pictures or videos of swimmers

## **Photographs with or without names of children on the club website**

Generally, individualised photographs will not be kept on the public part of the Club website. The same applies also to the Club's printed materials such as the annual report.

The only exception to this policy is where the child's parent or carer provides specific written consent to the Club publishing photographs. This consent may be withdrawn at any time and the Club will take all reasonable steps to respect the wishes of the parent/car