



# Dunboyne Tennis Club

Old Kilbride Road, Clonee, Co. Meath. Tel: 085 153 7466

## *Child Safeguarding Photography and Video Imaging Usage Policy*

Dunboyne Tennis Club appreciates that parents, guardians and carers want to be able to celebrate the achievements of their children when taking part in sporting activities through photographs/video imaging while sports organisations will want to promote their activities to encourage increased participation. Tennis Ireland does not advocate the banning of photography or video imaging, but recommends that it is subject to appropriate and proportionate safeguards being in place to ensure a safe sporting environment for children and young people.

In this regard, Dunboyne Tennis Club will ensure that all necessary steps are taken to protect children and young people from the inappropriate use of their images on the Club website as well as on the internet, on media publications, social media platforms and elsewhere.

Dunboyne Tennis Club has therefore developed this policy in relation to the use of images of athletes on websites and in other publications. The Club will make decisions about the type of images they consider suitable and that appropriately represent the sport, without putting children at increased risk.

Parents, guardians and carers are required to support this policy. When assessing the potential risks in the use of images of athletes, the most important factor is the potential of inappropriate use of images of children.

### ***Parental Consent***

Parents of Junior Members are required to complete Parental Consent Form 2 *Photographic & Video Material and Publications*, a copy of which is attached to this policy. This provides for the granting or denial of consent regarding their child being included in any photographic or video material or in any publications/websites/social network applications which may be used for the purpose of documenting and highlighting their involvement in tennis.

### ***Guiding Principles***

Dunboyne Tennis Club's *Photography and Video Imaging Usage Policy* is guided by the following principles:

- The interests and welfare of children taking part in sporting activities is paramount.
- Children and their parents/carers have a right to decide whether their photograph is taken, and how those images may be used.
- Written consent of parents/guardians/carers will therefore be sought regarding images of their children and the intended use of such images - please see Form 2 attached.
- Consideration to be given to use of models or illustrations in promoting an activity.
- First name and/or surname of individuals in a photograph not to be released. This reduces the risk of inappropriate, unsolicited attention from people within and outside the sport.



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## ***Rules to be followed***

- If the child is named in a publication, we will not use their photograph.
- If a photograph is used in a publication, we will not name the child.
- We will formally ask for parental permission to use an image of a young person. This ensures that parents are aware of the way the image of their child is representing the sport.
- We may also ask the child's permission to use their image. This ensures that they are aware of the way the image is to be used to represent the sport.
- We will use images of children in suitable dress in order to reduce the risk of inappropriate use, the content of the photograph focusing on the activity, not on a particular child, while avoiding full face and body shots.
- We will follow the Club's procedures for reporting the use of inappropriate images to reduce the risks to children, while ensuring that our Club Children's Officers/Designated Liaison Person and the relevant statutory bodies and/or An Garda Síochána as appropriate are informed.

## ***Tennis Events - Guidelines for Use of Photographic Filming Equipment***

- We will provide a clear brief about what is considered appropriate in terms of content and behaviour, including the displaying of notices at each event.
- We will issue any official photographers with identification which must be worn at all times - accreditation arrangements are set out below.
- We will inform children and parents that a photographer will be in attendance at an event and ensure they consent to both the taking and publication of films or photographs.
- We will not allow unsupervised access to children or one-to-one photo sessions at events.
- We will not approve/allow photo sessions outside of the events or at a child's home.
- If parents or other spectators are intending to photograph or video at an event, they will be made aware of our Photography Policy and requirements/expectations therein.
- Spectators will be asked to register at an event if they wish to use professional photographic equipment.
- Children and parents will be informed that if they have concerns they can report these to the organiser.
- Concerns regarding inappropriate or intrusive photography should be reported to the event organiser or official and recorded in the same manner as any other child protection concern.



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## ***Accreditation Procedure***

Professional photographers/filming/video operators wishing to record an event will be required to seek accreditation with the event organiser by producing their professional identification for the details to be recorded. Ideally, they should request this at least 10 working days prior to the event.

Students or amateur photographers/film/video operators wishing to record the event should seek accreditation with the event organiser by producing their student or club registration card and a letter from the club/educational establishment outlining their motive for attending the event.

The following details must be provided:

- Name and address of the person using the camera or imaging device.
- Names of subjects (if specific).
- Reason for the images and the intended use of the images are being.
- A signed declaration that the information provided is valid and that the images will only be used for the reasons given.

In line with the Club's policy, a clear brief about what is considered appropriate in terms of content and behaviour will be issued. The brief will include a list of any areas where photographic and recording equipment including mobile phones is forbidden under all circumstances (e.g. changing rooms, toilet areas).



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## ***Form 2 - Parental Consent Photographic & Video Material and Publications***

I ..... consent/do not consent to the below mentioned child being included in any photographic or video material or in any publications/websites/social network applications which may be used for the purpose of documenting and highlighting their involvement in tennis.

**Name of Child** (please Print) : \_\_\_\_\_

**Age:** \_\_\_\_\_

**Name of Parent/Guardian** (please Print) : \_\_\_\_\_

**Signature :** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Please State Relationship to child:** \_\_\_\_\_

**Parent/Guardian Mobile Phone Number :** \_\_\_\_\_