



Photography and Use of Imagery Policy

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1.0		06.03.2023
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Owner: Darlington Gymnastics Club Directors

Background

1. It is not the intent of British Gymnastics or Darlington Gymnastics Club to prevent parents and carers from taking pictures or video of their children. It is our responsibility to ensure that the processes around image taking are effectively managed and that any use of imagery is done in such a manner as to deter, or detect, the misuse of any images.
2. As per their policy, laid out in Safeguarding Children: Safe Environment Policy and BG Photography Policy, all BG registered clubs must comply with their guidelines. The policy applies to any competition or event run by or on behalf of BG, training videos, general images, festivals, social activities, workshops and courses involving DGC premises, coaches or gymnasts.

Commitments

3. Darlington Gymnastics Club commits to comply with the following:
 - a. Ensure that consent is obtained prior to any images being taken.
 - b. Ensure that gymnasts and/or the person with parental responsibility is fully aware, in advance, of the details of where images of the gymnast may be published and are allowed the opportunity to object.
 - c. Ensure that any photographs / videos taken are not used in any way that may put the child at risk of harm.
 - d. Photography or filming must not be used in any way that is inappropriate to the age of the child or the context in which it was taken.
 - e. Photography or filming should not be used in any way that could cause individual distress.
 - f. No personal information should accompany any published image unless an assessment has been made to ensure the information is necessary and appropriate (particular provisions apply in connection to photography at public events).
 - g. While some editing of images is acceptable, images taken of gymnasts should not be modified, merged or manipulated in a way which might cause embarrassment or distress to the subject or cause the final image to be inappropriate.
 - h. Care will be taken to ensure the images of children under a court order are not recorded or published without permission.
 - i. Simultaneous live streaming of images onto a website is no longer recommended by BG. BG recommends pre-recording and editing of images prior to publication.
4. Any instance of the use or publication of inappropriate images of gymnasts by DGC will be reported to BG, who may then inform the appropriate authorities and / or consider further action.

Security of images

5. To minimise the risk of images being used inappropriately, those responsible for creating / the upkeep of the content of websites or social media feeds will regularly monitor the content to ensure suitability, appropriateness and accuracy. DGC will try to ensure that images used in these situations are 'screened' by more than one person prior to use.
6. Images should not typically be stored on unencrypted portable equipment such as laptops, memory sticks or mobile phones. DGC Coaches will not use personal devices to record or store images. Tablets are available to all staff to use in gym (or at events) to record images.

Legitimate interest and use of images

7. DGC takes photographs and videos of its gymnasts under the 'legitimate interest' of

maintaining the Club's historical archive.

8. DGC may, with a parent's consent, use such photographs and videos for coaching purposes, displays around the gym, publicity and advertisement for the Club.
9. Where parental consent to the use of images is withdrawn, the Club will take all reasonable steps to remove such images from public display.
10. Any use of video or photography for marketing purposes should comply to all applicable advertising standards. (The Committee of Advertising Practice Code)

Social media

11. British Gymnastics (and Darlington Gymnastics Club) recognises that there is a potential for abuse of any image on the internet or within other forms of social media. Although this exploitation is rare the points below should be followed to minimise these risks:
 - a. Evaluate each individual image used (e.g. avoid uploading multiple images at once).
 - b. Do not use any personal information (even the club name) if the information can be used to identify a specific location, training venue or training time.
 - c. Consider the dress of a child when using an image (is a 'dressed' shot more appropriate / available)
 - d. Do facial features of a child need to be obscured?
 - e. Do not use images that can appear staged or potentially provocative
 - f. Avoid images where the focus is on, or the eye is drawn to, the groin area (for example a face on image of the legs in a split position)
 - g. BG should be informed of any inappropriate imagery on any Gymnastics websites or other form of media.
 - h. Anyone discovering an image of a child that appears to be being used illegally, or without consent, should report the image to CEOP Centre.

Events

Official photography

12. Competition entry forms should advise participants that photography and filming will take place at the event. Any gymnast or parent that does not want to be photographed / filmed must inform the club as soon as possible. DGC MUST pass this information on to the event organiser / photography. The reason for withdrawal of consent must not be disclosed.
13. Where it is not feasible for photography or videography to exclude a particular gymnast (such as at large-scale events), the Club will discuss this with the parent and/or gymnast and explain the reasons why.
14. Where a club wishes to have a photographer present at an event on their behalf, they must apply for Media Accreditation for that photographer prior to the event.

Personal Photography

15. DGC does not want to discourage the recording of events. As a minimum BG require anyone organising an event to apply the BG Conditions for Photography at Gymnastic Events. DGC has produced these in poster form, and they will be displayed around the gym at any public event.

Concerns

16. If the event organiser, coaches or Welfare Officer suspects inappropriate photography or filming, they should request the person to leave the venue and surrender any film and / or delete any images relating to the event.

17. Any person at any event, who has any concerns regarding images being taken, by any individual, should bring them to the attention of the event organiser or designated welfare officer.

Use of video as a coaching aid

18. The use of video as a training aid are recognised. The following points will be implemented to ensure safe practice:
 - a. Ensure all those involved are aware (gymnasts and parents)
 - b. Ensure the Head Coach and Welfare officers are aware
 - c. Ensure there is at least one other responsible adult present in addition to the person doing the filming
 - d. Ensure **no** images are taken on coaches' personal devices
 - e. Ensure images are securely stored and are deleted as soon as they are no longer needed for coaching purposes