



Photography and filming policy

Introduction

Milton Keynes junior ice hockey club acknowledges that photographic and video evidence can be used to celebrate success and support training and development of players. It is important that children and young people feel happy with their achievements and have photographs and films of their special moments. Family and friends also want to be able to share the successes of their children when they have been part of a special event or activity.

Equally, some children, parents or carers may not be comfortable with images of themselves or their children being shared. For example, if a child and their family have experienced abuse they may worry about the perpetrator tracing them online. Or those who choose not to have contact with some members of their family for whatever reason may decide to minimise their online presence. It is also important to be aware of child protection and safeguarding issues when people are taking photos or filming at events. The potential for misuse of images can be reduced if organisations are aware of the potential dangers and put appropriate measures in place.

The EIHA has a specific policy governing the use of Live-Streaming, and this should be consulted where relevant. The EIHA gratefully acknowledges the resources for best practice made available by the NSPCC's Child Protection in Sport Unit.

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 images are taken, and how these may be used.
- Children and their parents/carers must provide written consent for their images to be taken and used.
- Consent is only meaningful when children and their parents/carers understand the nature of potential risks associated with the intended type, use and distribution of the images.



Photography and filming policy

What are the potential risks associated with filming or photographing children?

- The identity / whereabouts of a child or family being traced by someone they wish to avoid contact with for any reason.
- Images which are shared online being altered and/or misused by unknown people who gain access to them.
- Images which are shared online being used to identify and groom children / families for abuse or exploitation.

How can we minimise these risks?

- Parents/carers/children only give consent for photography/filming when they are fully aware of the risks and how and where the images will be used and/or shared. A consent form should be signed by all parents/carers and by children old enough to be asked for their own consent.
- Names, ages or other identifying information should not accompany any published image.
- Children are not photographed in kit which might make them identifiable, or images are edited to remove such information.
- Images should positively reflect children's involvement in the activity (e.g. showing smiling participants rather than anxious or unhappy ones) and promote the best aspects of the sport.
- Images should only feature children who are fully dressed.
- Parents/carers are asked to avoid, where possible, capturing children other than their own in images, and if they do so, not to share those images without the consent of relevant other parents, or to obscure the faces of any other children.
- Volunteers, children, parents and carers notify the Club DSL (dsl@mkjihc.co.uk) if they have any concerns about images which are being captured, or any misuse of images.
- Recordings made for training analysis should be deleted when they are no longer required.
- If at any time a player or parent withdraws consent for images to be used then all images featuring them should be destroyed or securely archived to avoid inadvertent or accidental use at a later date.
- Do not reuse old images where it is unclear whether up to date consent is held for their use.



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Photography and/or filming for wider use

If people such as local journalists or professional photographers wish to record an event and share the images professionally or in the wider world, they should seek permission in advance. They should provide:

- The name and address of the person using the camera.
- The names of children they wish to take images of (if possible).
- The reason for taking the images and/or what the images will be used for.
- A signed declaration that the information provided is valid and that the images will only be used for the reasons given.

The Club Designated Safeguarding Lead should verify these details and decide whether to grant permission for photographs/films to be taken. Consent must be obtained from the children (and their parents) who are the intended subjects of the images and their parents and the photographer must also be informed of anyone who does not give consent.

Images captured should be checked and approved by the Club DSL before being used.

Any authorised photographer should be issued with identification which should be worn at all times and returned to a designated club official at the end of the event. Measures, such as a specific colour coding for different sessions or events, should be used and regularly changed, to prevent unofficial replication of identification.

Clubs should be aware that Copyright of any images taken by external photographers will belong to the photographer (or their employer if they are taking the photographs in the course of their employment). Commissioning or paying for photography does not alter this position unless this is specified in the contract.



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Unauthorised or concerning photography or filming

If a volunteer or staff member notices an unknown or unauthorised person photographing or filming any session or event they should note the person's description and contact the rink manager to make relevant enquiries and ask the person to leave the premises if appropriate. The Designated Safeguarding Lead should be made aware.

Other considerations

Images involving Junior players may also feature adults (coaches, volunteers, referees etc) and consent must be obtained from everyone who features in the image before it is published or used for any purpose.

If you are taking images at an event attended by large crowds, such as the conference finals, this is regarded as a public area so you do not need to get the permission of everyone in a crowd shot. People in the foreground are also considered to be in a public area, however, we suggest that photographers address those within earshot, stating where the photograph may be published and giving them the opportunity to move away.

Remember that photos and video are classed as 'data' for GDPR purposes and must not be processed for any other purpose than they were originally collected for (e.g. a photo taken for a membership card cannot then be used for promotional or other purposes)