

CLTC Photography and Social Media Policy

Photography and video footage taken within the club must be done so appropriately. Parents and carers should not be prevented from taking pictures of, or filming, their children. These are normal practices that mark milestones in a child's life. This policy is to prevent photos being taken or distributed inappropriately.

Photographs are considered 'personal data' in terms of Data Protection. Depending on the circumstance, consent from a parent/guardian, or both child and parent/guardian should be sought before capturing, sharing or publishing images where a child can be identified, including posting on the club's website or social media.

A child's picture and name should not be used together, either in the local paper or on the club's website. Parents/carers should always be offered the opportunity to withhold consent for photographs/filming of their child.

Some people may use sporting events as an opportunity to take inappropriate photographs or film footage of children. Any concerns during an event should be reported to a club official or event organiser, who should approach the individual concerned wherever possible.

Policy principles:

- Photographs/images are not to be taken at matches or training without the prior permission of the parents/carers of the child. The coach must arrange this prior to attending matches.
- If no consent has been given for a child then this should be made known to the relevant person of the other team (coach/team manager) so that the appropriate person/s taking photographs for the other team can avoid taking photographs of that particular child.
- Children should be informed that a person will be taking photographs
- Children should be informed that if they have concerns they can report these to a coach or team manager
- Concerns regarding inappropriate or intrusive photography should be reported to the Club Welfare Officer and recorded in the same manner as any other child protection/safeguarding concern.
- For club tournaments / festivals/competitions express permission on registration should be set up for parents to complete.
- No photographs should be taken within a changing room or bathroom under any circumstances

Publishing of images:

- Where possible, show the image to the parents/child in advance and ask for the child's permission to use the image. This ensures they are aware of the way the image is to be used to represent the club.
- If the player is named, avoid using their photograph.
- If a photograph is used, avoid naming the child.
- Only use images of children in appropriate kit, to reduce the risk of inappropriate use and to provide positive images of the children.
- Encourage reporting of inappropriate pictures of children. If you are concerned, report to the Club Welfare Officer.

For coaching:

- Video equipment can be used as a legitimate coaching aid. Where this will be used, players/parents' permission must be asked and granted in line with the permission forms sent to all players. Materials must be stored securely and deleted or destroyed when a parent requests this or the material is no longer needed.

Team Social Media

To create cohesion amongst the club and for logistical ease WhatsApp or Facebook groups are often used. Where a child is playing in a team with adults, the following applies:

- The child's parent should be the contact on the WhatsApp group, not the child.
- If over 16, the young person may be on the group as well as the parent



- All players should be informed that the young person and/or parent are on the group, and should consider appropriate language and content to be shared
- The captain should be aware of permission and whether or not this is given for pictures of the child and ensure other team members compliance
- Pictures including a child should not be shared on a WhatsApp group, Instagram or other social media without express permission from the child's parents.
- If a picture is shared to a social media group without the appropriate permission it should be deleted immediately until that permission is obtained

