Worcester RFC

POLICY ON PHOTOGRAPHY

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WORCESTER RUGBY FOOTBALL CLUB

MINI / JUNIOR SECTION

POLICY ON PHOTOGRAPHY

1. Introduction

This policy has been developed in order to ensure that children are afforded the necessary safeguards and protection from the potential misuse of photographic images. Photographic images can make any child featured vulnerable to grooming if information about the child (name, address, activities or interests) is also disclosed. Furthermore, posting an image on the website carries a risk that the image could be taken and adapted for an inappropriate use.

The policy has been developed from the RFU's document "Safeguarding Toolkit" which advises that common sense should be used in the development of such policies.

For clarity it should be noted that this policy relates to any recording of images of children no matter what medium is used. Therefore it will also include all forms of photography and video recordings. In this policy the term "photograph" or "photographs" will be used to cover all types of photography including moving images.

Worcester Rugby Club and the RFU positively encourages parents and spectators to take photographs of participants involved in rugby union to celebrate the ethos and spirit of the sport. However, there may be circumstances where taking a photograph of a child might not be acceptable. Any photograph which is produced and released into the public domain may be misused by anyone as once this has been done, control has been lost. In this day and age when it is so easy to upload or email a photograph within seconds of it being taken.

2. Photographs

Whoever is taking photographs must be aware of and comply with the following points:

- Photographs should generally be an activity or team, not of one individual. There may be instances where it is appropriate to take a photograph of an individual, for example when a player has been selected for a representative side. In these circumstances permission to take and publish such a photograph must be given by the player's parents.
- Children must be appropriately dressed when being photographed. It is never acceptable to capture any images in changing rooms, showers or at any time when players are dressing. Images should be neither sexual, of an exploitative nature nor open to misinterpretation or misuse.
- Be aware that if a photograph is being planned to be used as a coaching aid parents must aware of this and their consent obtained for this specific purpose. Such photographs will be carefully monitored and stored securely in a manner agreed by the individual making the recording and the Team Manager. If photographs are being used as part of an assessment for a coaching qualification, and will therefore probably be taken outside the Club, parents should be made aware of this and, again, their specific consent must be obtained for this to be allowed.

3. **The Club's responsibilities**

At all times the Club will endeavour to:

- Obtain parental consent for photographs to be taken whilst a child is either at the club or away fixtures. This will be done as part of the registration process when obtaining contact information and membership details.
- Ensure that personal information which can lead to a child being identified must never be used. If it is necessary to name a child the Club will ensure that written parental consent is obtained and that the parents have been informed as to how the image will be used. This is particularly important when issuing press releases and match reports.
- Ensure that photographic images will only be placed on our website and promotional material by designated individuals approved by the Club.
- Ensure that parents will be made aware that they may be asked to register their intention to take photographs.

4. **Commissioning Professional Photographers & the Local Media**

If the Club commissions professional photographers or invites the press to cover an activity, the Club will:

- Ensure that the photographer has been appropriately vetted prior to the event. Care should be taken when placing photographic images on club websites and promotional material.
- Provide a clear brief about what is considered appropriate in terms of content and behaviour.
- Inform them of the club's commitment to safeguarding children. Establish who will hold the recorded images and what they intend to do with them.
- Ensure that the professional photographer has identification, which must be worn at all times.

5. Child Protection Orders

When this Club is made aware that a child is subject to a Child Protection Order or other legal processes which prohibit photographs of that child being published the Club will make special arrangements to ensure that this does not occur. Such circumstances are likely to be particularly nuanced and their management will require procedures which will address each individual case. When such cases arise the Club's Safeguarding Officer will co-ordinate a response and in doing so will consult with the child's parents/carers, the Age Group Manager and other bodies including statutory services as necessary.