

Cambridge Talent Academy (CTA):



Policy on the Taking and Use of Photographic and Recorded Images of Young People

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Background

In managing its use of images of young people, Cambridge City Hockey Club applies England Hockey's ['Guidance for the taking and use of Photographic and Recorded Images of Young People'](#). CTA's use of images is also bound by our [Data Protection Policy](#), the [England Hockey Safeguarding and Protecting Young People Policy](#), [England Hockey Procedure and Good Practice Guidelines](#), and the [England Hockey 'Respect' Code of Ethics and Behaviour](#).

This policy has been approved by the CTA Committee and is reviewed regularly. If you have any questions about this policy or our approach to the use of images, please contact cambridgetalentacademy@gmail.com.

In this document, the term image(s) refers to any photograph or image recording taken using a camera, digital camera, video recorder, digital video recorder, mobile phone, or any device with a digital recording function.

A young person is any person under the age of 18 at the time the image was taken.

Introduction

CTA uses images (photographs or videos) of young people to showcase and celebrate the activities of our members and to promote hockey more generally. The use of recorded images can also be a valuable coaching aid. Parents and carers also want to celebrate the achievements of their young people.

CTA recognises that there are risks associated with using images, including in relation to safeguarding, reputation, and data security. This policy sets out how we aim to manage those risks while still benefiting from the opportunities that the positive use of images provides. This guidance applies to all members of the CTA.

Images Taken and/or Published by CTA

Where we take and/or publish images, CTA will always ensure that we have appropriate permissions from the young person and their parent/legal guardian and that they understand what CTA uses their images for.

CTA will never include any information that would enable a young person featured in an image to be identified.

We will always ensure that any images we publish are consistent with our [Data protection Policy](#), appropriate for young people, and consistent with the values of CTA and hockey as set out in the [England Hockey Safeguarding and Protecting Young People Policy](#), [England Hockey Procedure and Good Practice Guidelines](#), and the [England Hockey 'Respect' Code of Ethics and Behaviour](#).

In a competition environment, CTA will inform the opposition if we intend to use recording equipment and advise them of the purpose of any images taken before the competition starts.

Any images controlled by CTA will be securely stored to avoid inappropriate use, as stated in our [Data Protection Policy](#).

Any concerns regarding inappropriate taking or publishing of images must be reported to the Welfare Officer at cambridgetalentacademy@gmail.com.

Images Taken at CTA Hockey Events by External Parties

In some environments, particularly adult competition, it is impossible to control the taking of images by external parties.

CTA will promote the safe taking of images by others at its events by providing clear public information regarding its policies in relation to image taking.

Where possible, at specific events, a registration process will be used for photographers (see England Hockey's '[Guidance for the taking and use of Photographic and Recorded Images of Young People](#)')

Any person(s) suspected of taking images inappropriately will be challenged and reported.

Any other concerns regarding inappropriate taking or publishing of images must be reported to the Welfare Officer at cambridgetalentacademy@gmail.com.