PHOTOGRAPHY AND USE OF IMAGERY
TIVERTON RUGBY FOOTBALL CLUB

Document owner	Club Safeguarding Officer
Approved by	Full Committee Tiverton RFU
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Applies to	Mini, youth, Colts/U18, adult teams involving 17-year-olds, coaches, managers, volunteers and visitors

The RFU positively encourages parents and spectators to take photographs of participants involved in rugby 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 (digital or printed) which is produced and released into the public domain may be misused by anyone as once it has been released, all control over the image 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, it is worth taking a moment to consider the issue of control.

The club should ensure that they are actively checking if there are any children who cannot be photographed at the club. This can be done at the start of each season, where the club contact parents and ask, as well as periodically. There may be some instances where, due to threats to the child's safety and wellbeing, they must not be photographed.

If your club does have children who cannot be photographed, this should be known by the appropriate individuals at the club, who may be responsible for taking and publishing images.

Club photographic and use of imagery policy

Care should be taken when placing photographic images on club websites and promotional material.

The key points are:

- Personal information which can lead to a child being identified should never be used. If it is necessary to name a child, ensure you have written parental consent and have informed the parents as to how the image will be used. This is particularly important when issuing press releases and match reports
- Photographs should be of the activity or team, not of one individual
- Clubs should ensure they obtain parental consent for photographs

to be taken whilst a child is at home or away fixtures. This can be done easily at the beginning of the season when obtaining contact information and membership details

• 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 must
neither be sexual, of an exploitative nature nor open to misinterpretation or misuse

• Parents should be made aware if a film is being taken to be used as a coaching aid. Clubs and CBs should ensure that any footage will be carefully monitored and stored securely

• It is not an offence to take photographs in a public place. On privately owned or leased land, it is the owner who may regulate whether photographs may be taken.

• When clubs meet for fixtures/festivals it is recommended that confirmation is obtained from each club that parental permission has been given for all the children participating. If there is a child who is the subject of a court order who should therefore not have their photograph taken, this should be addressed before the event

• Parents should be aware that they may be asked to register their intention to take photographs

Commissioning professional photographers and the local media

If the club commissions professional photographers or invites the press to cover an activity, ensure everyone is clear about each other's expectations. The key is to plan and communicate early on.

Clubs and CBs should:

• Ensure that the photographer has been appropriately vetted before the event

• 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

• Issue the professional photographer with identification, which must be worn at all times

• Ensure that the photographer is made aware of any child/children who cannot be photographed