

Images Policy 2015

Please note that this document should be used alongside the CPSU Briefing document: 'Guidance on photographing and videoing children in sport'.

<https://thecpsu.org.uk/resource-library/2013/guidance-on-photographing-and-videoing-children-in-sport/>

In addition the following document should also be taken into account as part of the safeguarding process where images of children in sport involve the use of social media:

<https://www.sportscoachuk.org/sites/default/files/cpsusocialnetworkingservices.pdf>

Rounders England has to balance our need to promote and publicise participation in our sports by children and young people with their need for protecting their privacy and their safeguarding.

Accordingly, we are adopting the following policy with regard to taking and using photographs or video of children and young people in print publications, promotional material, on television or on our web site:

For the purpose of this policy a child or young person is defined as a person under the age of 18.

Images refers to the taking of photographs, video or live broadcast.

1. Official photographers or video makers will be designated by Rounders England, to take images at certain tournaments or events. These photographers or video makers will be identifiable by an official pass.
2. Official photographers or video makers shall be provided with a clear brief in terms of content or behaviour. Only images that are considered suitable and appropriately represent the sport shall be used.
3. We believe that the process of securing written permission is essential and will be obtained prior to an event (see the associated Rounders England Photo Consent Form).
4. It is the right of any one at an event to object to images being taken of themselves or a child by making this known to the photographer or video maker and/or the event organiser. Only people whose consent has been gained prior to the shoot are to be filmed/photographed/recorded, this includes any one caught in the background of a shot. In the instance that people are in the background every effort must be made to obscure their identity.
5. All images 'owned' by Rounders England should be stored on the Rounders England Drop Box account.

6. Completed Photo Consent Forms should be sent to Rounders England head office for storage, where they will be scanned onto the p drive and linked to the relating images.
7. Where we use complete images of a child or young person in any print or electronic medium, the child will never be identified by name.
8. Where a child is named, avoid using their image.
9. Anyone other than an official photographer or video maker, who is intending to shoot photographs or video for their own use at a Rounders England event, must register their details with the event organiser.
10. Do not allow unsupervised access to children or one to one photo sessions at events.
11. Images owned by Rounders England will never be shared with third parties unless prior permission is obtained.
12. Should anyone in the organisation come across inappropriate images they should follow the Safeguarding procedure and contact the Lead /Deputy Lead Safeguarding Officer. Concerns at an event should be reported to the event organiser and recorded in the same manner as any other Safeguarding concern.
13. On occasion there will be reasonable request to take wide angle, more general photos of the event sites, opening and closing ceremonies and so forth. Separate to the issue of consents it would be unreasonable, practical or proportionate to require parental consents for this type of photography, or to preclude it on the basis of the concerns of a small number of parents.
14. Any questions about this policy should be directed to Rounders England Lead Safeguarding Officer via enquiries@roundersengland.co.uk

Note the Rounders England Safeguarding Team comprises:
Alison Howard-Lead
Sian Barnett-Deputy