



## BNSC Photography and Video Policy

Bristol North Swimming Club (BNSC) is committed to providing a nurturing, friendly and safe environment for all of our members, parents/carers, and volunteers who wish to participate in swimming.

To achieve this, we have established a set of policies and procedures which include this document. Our full set of policies and procedures with which all our members, parents/carers, and volunteers are expected to comply, are available on our website.

Our policies and procedures are founded on Swim England's Child Safeguarding Policies and Procedures, known as **Wavepower**. Links to Wavepower can be also be found on our website.

### 1 Scope and aim of this policy

This policy applies to all images and videos taken on any type of camera or recording device (including mobile phones). It applies to all training sessions, activities and events run by BNSC. Indecent/ child abuse images are dealt with under the BNSC Indecent / child abuse images policy

It should be acknowledged that although the majority of images taken are appropriate and in good faith, images can be misused and children can be put at risk if common sense procedures are not observed. For this reason BNSC has this policy and its aims are to avoid three risks to children:

1. The use, adaptation, sharing or copying of images for child abuse purposes, either electronically or in print.
2. The possible identification of a child when an image is accompanied by significant personal information, which can lead to the child being 'groomed'.
3. The identification and locating of children where there are safeguarding concerns; such cases would include, for example, children who could be compromised by an image because:
  - They have been removed from their family for their own safety.
  - There are restrictions on their contact with one parent following a parental separation.
  - They are a witness in criminal proceedings.

### 2 BNSC Guidance & Policy

It is expected that all members comply with the following policy and guidance:

1. BNSC has aligned this policy and guidance with that of the training venues that it uses
2. No photographs or videos are to be taken in the changing rooms or on poolside unless prior consent has been obtained from the Club and the swimmers parents/carers.



3. A parent or guardian has a right to refuse to have children photographed. Therefore, any photograph that may go to press or appear on a notice board (whether taken by a member of the club or an official photographer) should have received parental consent (either in writing or witnessed by another person) before it is published or displayed.
4. Mobile phones Any photos or video taken with a mobile phone must fall within our guidelines and if mobile phones are taken into changing rooms, the facility to take photos must not be used.
5. The publishing of a photograph of a swimmer under 18 years of age, either on a notice board or in a published article or video recording of swimming competitions (which includes video streaming), should only be done with the parents' consent and in line with Swim England guidelines.
6. In the case of open meets and other competitions where the host club has an official photographer present, the club will endeavour to make all parents aware of this and advise if the photographs are to be published to the general public so that parents can withhold their consent. Their right to do so will be specifically mentioned in the event details.
7. Where an official photographer is used;
  - They will be screened for suitability and given training and written information on the clubs safeguarding policies and procedures
  - They will ensure those featured are appropriately dressed (see below)
  - They will focus on the activity rather than the individual child, representing a broad range of children participating.
  - BNSC will determine how the images are held and what is done with them after they have served their purpose
8. Filming during training session will only be done if there is a legitimate need with parents being advised why it is being done, who is doing it, how the film will be used and what will happen with the film after it has served its purpose. They should provide informed consent and be invited to the session where the filming is being done and to review the filming.

**All photographs must observe generally accepted standards of decency**, in particular:

- Action shots should be a celebration of the sporting activity and not a sexualised image in a sporting context.
- Action shots should not be taken or retained where the photograph reveals a torn or displaced swimming costume.
- Poolside shots of children should normally be above the waist only in a swimming costume, though full length tracksuit shots are approved.
- Photographs should not be taken from behind swimming blocks at the start of a race, or exhibit children climbing in and out of the swimming pool.

Published photographs may identify the individual by name and organisation but should not state the members address or school.

Where photographs of children are put (with parental consent) on the website/ other open social media platforms, names of the children will not be included.



Parents can withdraw their consent at any time and BNSC will take all reasonable steps to respect the wishes of the parent/ guardian.

The Club's duty to safeguard children is paramount.

**If there are concerns indecent / child abuse images have been taken see the BNSC Indecent/ child abuse images policy for the action that needs to be taken.**

Please note, a 'device' can include mobile phones, tablets, laptops, desktop computers, any type of camera or video camera, or any type of technology

Please remember that it is not the responsibility of the Club to make decisions about the seriousness of the matter, nor to investigate any crime.

### **Other related policies**

BNSC Indecent / child abuse images policy May 2022

BNSC Changing room policy May 2022

BNSC Code of conduct May 2022

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