

SPS Guidelines for use of Photographic & Filming Equipment (DRAFT)

Shropshire Paddlesport Club recognises that publicity and pictures/ recordings of young or vulnerable people enjoying Paddlesports are essential to celebrate their achievements and to promote the club and a healthy lifestyle.

The key concerns regarding the use of images of children and vulnerable people relate to:

- The possible identification of children when a photograph is accompanied by personal information.
- The inappropriate use, adaptation or copying of images for use on child pornography or illegal websites.
- The taking of inappropriate photographs or recorded images of children.

SPS Policy (to be read in conjunction with SPS Safeguarding Policy)

- It is the **responsibility of the parent, Carer or guardian** to notify the club leader on the day of **any club event** where photographs or filming of their Child or vulnerable person **is not permitted**
- All children / vulnerable people featured in photographs/ recordings must be appropriately dressed in outer clothing garments covering torso from at least the bottom of their neck to their thighs (i.e. a minimum of vest/ shirt and shorts).
- The photograph or recording should focus on the activity rather than a particular young person and personal details, which might make the young person vulnerable, such as their exact address, **should not be revealed**.
- Coaches and volunteers should be allowed to use video equipment as a legitimate coaching aid and means of recording special occasions however care should be taken in the dissemination and storage of the material.
- Club members should not take any images of a child or young vulnerable person who is the subject of any court order or where consent has not been granted.
- Parents and spectators taking photographs/ recordings should be prepared to identify themselves if requested and state their purpose for photography/ filming.
- Any instances of the use of inappropriate images should be reported to the Club immediately.
- Club members should always give due consideration to the use of images used of children on websites and social media.