

PHOTOGRAPHY & VIDEO POLICY



INTRODUCTION

As per good safeguarding practice, it's important to us to protect all young people who play in our Club. We want you to be able to take pictures/videos of your players and preserve those memories. We also may take videos of your players at events and for training purposes. However, whenever we do so, we want to protect your child and others from potential exploitation, to prevent the misuse of images and to protect the identification and location of all children especially those who are living in vulnerable circumstances.



PROCEDURE

- Know your players and your team. Are there any safeguarding concerns? TeamSnap will have a record of photography/video consent issues. Make any consent issues known to your team.
- **BEFORE** a match, send out match details using the club match confirmation template. There is a photography & video consents check box on the template to cover you match-to-match and invites the opposition to voice any concerns too.
- Read any away match confirmations thoroughly about that team/club's photography policy. Communicate those to your team.

RULES & LAWS

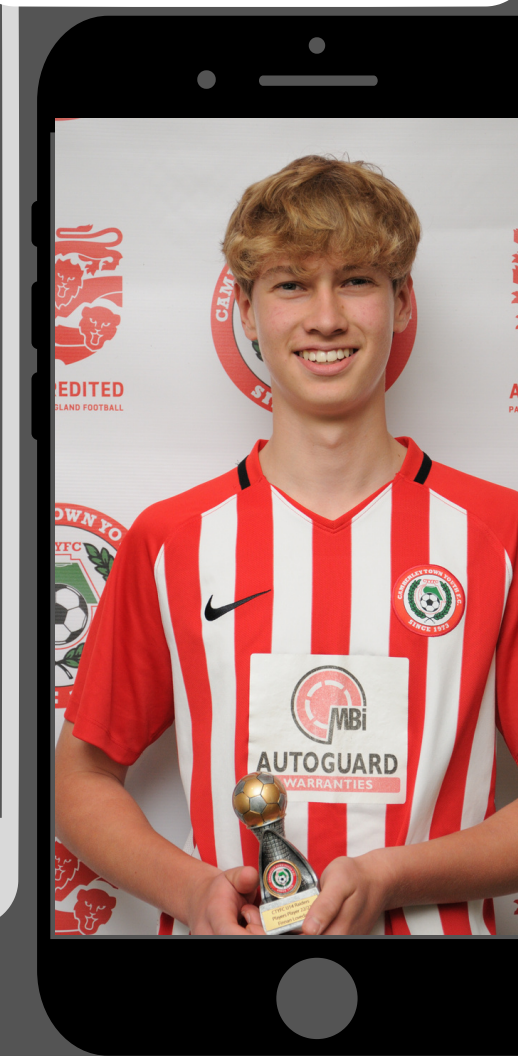
The law states that no one can stop you taking photos/filming on public land (parks & recreations grounds) but you need permissions on private land (schools & military owned). At a bare minimum, please respect the law and think about possible consequences to yourself and your team.

RESPECT

At the same time though, as a Club, we ask you to respect the wishes of any opposition team/club not wanting to have their photos taken/or be filmed or that have policies with blanket bans. They don't need a 'reason' - it could be for safeguarding reasons or their personal choice and as a club, we ask you to respect that.

SOCIAL MEDIA

If there is consent in place, you can post **photos of your team** on social media but **NO** photos or footage that feature the opposition. We discourage posting videos due to the difficulty in editing/cropping them. We advise that all photos mention no players by their full name, all geographical tags are removed and picture privacy settings are adjusted. **Never** post photos of children partially dressed or in changing rooms.



CLUB RESPONSIBILITIES

We will ensure that any photos taken/collected for registration and/or at events (awards day/tournament) will be stored securely and disposed of if not needed anymore. Permissions will be gained if we wish to use any photos on the club website/social media.

We will regularly audit club registrations to see if any photography/filming concerns have been raised, and ensure our policy is distributed to all and available to view on the website.

We will ensure any professional photographers used for events etc, are CRC checked.

We will investigate any online material that gives you cause for concern.

Our Club Welfare Officer is Kristen Bailey and she is happy to discuss any of this guidance. This guidance should be read with The FA guidance on Photographing & Filming Children. Links on our website.

PHOTOGRAPHY & VIDEO POLICY



WHAT IS VEO?

We are very fortunate that we have VEO (video analysis technology) at the club that enables us to film matches, enhance our coaching capabilities, and support the continued development of our teams and players.

VEO, and video filming in general, does fall under different parameters when it comes to safeguarding. It is more difficult to crop and edit footage to protect those who do not want to be filmed. Therefore, as a Club, we have our own protocol in place to police its usage in order to ensure good safeguarding practice and that footage is used appropriately. Those present at the match where VEO is used should know:

- VEO films both image and sound (i.e. player names can be heard; spectator conversations etc)
- it films **ALL** at games (e.g. spectators; referees; coaching staff)

PROCEDURE

You can book the VEO in advance via Amy Brockman. Before a VEO is handed out for use, we ask that representatives from both teams, complete the consent form on the club website. It is the responsibility of that representative to inform their team that VEO will be used during a match, to ensure these guidelines are shared with their team and to communicate consent/non-consent. The form must also be filled in by the referee of the game or by their parent/guardian.

If forms are not received and/or any individual involved in that match does not consent to VEO filming taking place then the Club will not release the filming equipment for use.

POLICY:

1. *Compliance with Laws and Regulations:*

The use of VEO will comply with all applicable laws related to privacy and data protection. The club will ensure that any personal data collected through VEO is handled in accordance with GDPR. Footage will be collected, stored and secured properly. Access to footage will only be granted to appropriate personnel within the committee. Anonymised data may be retained for research and statistical reasons. Our main VEO co-ordinator is Amy Brockman who will be in charge of storing equipment, informing users how to operate the equipment and the handling of recorded footage. We are not responsible for any equipment or footage that does not belong to the Club.

2. *Communication:*

All involved in the match should be informed of the use of VEO before the match. They should understand the purpose and scope of its use, and how we also expect them to use footage after the match. We ask for additional consent for use from all involved. All involved in the match have the right to access/view the footage and have it deleted upon request.

3. *Proper Use of VEO:*

i) All teams who use the VEO equipment are asked to do so responsibly - any damage seen to be as a result of improper use may mean we ask managers to contribute to costs to repair and will jeopardise future usage of the equipment.

ii) Within the Club, the primary use of VEO is for the purposes of supporting a team's ongoing development in football. Footage will be shared with teams and referees on the understanding it is only used for learning, coaching, other educational purposes (e.g. to support school coursework) or for players' personal use.

Due to the nature of video filming, we as a Club, ask that no part of the footage is ever shared on social media. Any breach of this will mean that team can no longer use the club VEO equipment and footage may be deleted.

iii) The only other time VEO footage may be shared is in cases of serious misconduct/criminal offences where footage may be shared with the league/County FA/ police at their request.

iv) VEO footage should not be used for any other purposes (e.g. gather personal information; critique a match decision) where we have found that footage is not being used appropriately then again, that team can no longer use the club VEO equipment and footage.

v) This policy relates solely to the VEO owned by the Club, but practice we expect all teams under our banner to follow when it comes to filming and videography. Other teams/clubs may also have their own VEO, and adhere to different rules which we expect all to also respect. If being filmed by other VEO/video equipment, do seek team permission first, always understand your right to give/refuse consent and always respect best safeguarding practice and players' rights to privacy.

4. *Policy Review*

This policy is reviewed annually by members of the committee to ensure that it is in compliance with all applicable laws and regulations from both a legal standpoint, and one that relates to best practice in terms of child safeguarding.

Our Club Welfare Officer is Kristen Bailey and she is happy to discuss any of this guidance.

This guidance should be read with The FA guidance on Photographing & Filming Children. Links on our website.