



**Exmouth**

Founded 1893 President: R W A E Snowshall

**Swimming and Life Saving Society** affiliated to the ASA, DCASA, BLDSA, & RLSS



## **Photography and Photographing Swimmers Policy.**

This policy applies to all photographs taken on film or digital camera (including mobile phones) and all sorts of moving pictures including video recordings (and video streaming).

The terms “child” or “children” include anyone under the age of 18.

This policy has been written with reference to the ASA guidelines on Photography and the use of Mobile phones.

### **Aims of the Policy**

To avoid three potential sources of child abuse:

The use, adaptation or copying of images for child abuse, either on the internet or in print.

The possible identification of a child when an image is accompanied by significant personal information which, could lead to the child being “groomed”.  
The identification and location of children where there are safeguarding concerns.

### **Policy**

- 1.1 The publishing of a photograph of a swimmer under the age of 18 either on a notice board, published article or the Club’s website should only be done with parents/guardians written consent.
- 1.2 Photographs of any child swimmer from the Club will not be published on any social networking sites eg Bebo; Facebook.
- 1.3 A parent or guardian has the right to refuse to have their children photographed.
- 1.4 All photographs must observe generally accepted standards of decency in particular should show only the head and neck (on poolside or in the water) or if full length, the person must be fully clothed. No photographs will be taken of children from behind the blocks or climbing out of the water.
- 1.5 No individual photograph should be published. In the case of a photograph of a group of swimmers no details should be given that identifies an individual swimmer eg name, address, school attending etc.
- 1.6 At a home gala or at any other time any parent or young person wishing to take such a photograph must register in the photography book.

- 1.7 The Competitive Section will be responsible for keeping the register of swimmers who can be photographed and those who cannot.
- 1.8 This register must be kept up to date.
- 1.9 When permission/refusal is recorded, that state will remain until notified differently by the parent/guardian of the child or that person reaches the age of 18.
- 1.10 Mobile phones should be registered as a camera.
- 1.11 The use of mobile phone photography and camera photography is banned in changing rooms.
- 1.12 The updating of this policy is the responsibility of the Welfare Officer.
- 1.13 This policy should be reviewed every 12 months and updated as required.

### **Videoing children during Club Sessions**

1. The videoing of children during Club Sessions is NOT recommended. Any videos that would have to be taken have to be justified by the Club as to why this video has been made. (eg to assist with stroke development).
2. Separate written consent for this activity should be obtained from a parent/guardian with an invitation to the parents to attend the videoing session. They should be permitted to view the video before it is used.
3. Any concern and the videoing should cease.
4. After videoing, unless it can be justified as to why the video should be kept the video should be destroyed once it has served its purpose.

### **Mobile phones**

1. Mobile phones should be registered as a camera. Any photographs taken should come under this policy.

### **Photographs of children on the Club's Website**

1. It is recommended that individualized photographs should not be kept on the Club's website and certainly not with identifying names. This should also apply to any of the Clubs printed material eg Championship brochure.

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