



Photography and Media Policy

Introduction

There are many occasions when staff and parents will want to take photographs of children; these occasions include everything from award ceremonies, competitions and social events. The use of 'mobile phones & cameras' includes all handheld devices capable of photographic imagery. Images may be distributed via print, DVD, media publicity and website promotions or other technologies. It is not the intention of this procedure to prevent the use of mobile phones and cameras within the club but to safeguard children and protect the rights of the individual.

This policy sets out to ensure that:

Images are only used for the purposes intended.

The club's use of images is facilitated.

Personal family photography is allowed where possible.

Individual rights are respected and child protection issues considered.

Parents / carers and children are given the right to opt out.

Safeguarding Children

The welfare and protection of our children is paramount and consideration will always be given to whether the use of photography will place our children at risk. Images may be used to harm children, for example as a preliminary to 'grooming' or by displaying them inappropriately on the internet.

For this reason the consent of parents and carers is always sought for photographs & videos to be taken. Consent is sought from those with parental responsibility (this may include the local authority in the case of the looked after children).

Parental Consent

Parents / carers will be asked to complete a consent form indicating their agreement or objections regarding the use of images of their child.

The parent / carer is asked to confirm in writing that they will inform the club if they no longer wish images of their child to be used for any reason. They need to be made aware once images are in circulation or have been published, it may be impossible to remove them, although every effort will be made to ensure they are not used in future publications. We will as a club inform you in advance if, for publicity purposes, your child is likely to appear in the press.

Publicity

On occasions, the media are asked to cover club events or to highlight the achievements and successes of both the club and its students. The media operates under its own code of practice.

Parents will be informed by the club via the club newsletter when any of our students are likely to appear in the press. Local newspaper titles may share their images with other titles within the same syndicate.

Any students, whose parents have withheld permission, will not be photographed by the media.

Club Publicity

Photographs and videos of students may be published in the clubs newsletter or prospectus and posted on the clubs website. Names of individuals will not be attached to the images and where photographic permission has been withheld, photographs will not be published.

This policy will be reviewed every three years.

Reviewed: March 2021

Next review date: March 2024

De Silva Taekwon-Do