



PHOTOGRAPHY AND MEDIA POLICY

Photography and media provide an opportunity to celebrate the achievement of young people participating in the School Games. This policy covers the taking and the use of photographs and video, both at the School Games and afterwards, in order to Safeguard children and young people.

Prior to the event

Schools will be asked to gain written parental consent for children under the age of 13 years to be photographed/videoed at School games events. Schools are asked to sign the Wiltshire & Swindon School Games Photographic Consent Agreement to confirm that they have collected this consent on behalf of Wiltshire & Swindon Sport CIC (WASP). Alternatively, they can choose to share individual parental consent forms with WASP.

Young people aged 13 years or over can give their photographic consent and may be asked to do so by their school (prior to the event) or the event organisers (at the event). They will be told how and why the photographs may be used and must confirm their consent in writing.

Any child for whom photographic consent has not been given, or who has expressly asked not to be photographed, will not be photographed or videoed by the Event Photographers. This also applies to team photographs where the team includes a child/young person for who consent has not been given.

At the School games

- We will follow the relevant photography policy at each of the School games venues.
- All staff and volunteers must be vigilant and report any concerns to a member of the event team or team member.
- Any child/young person who cannot be photographed will be clearly identified to photographers.

The following will not be permitted

- Unsupervised access to competitors or one to one photo sessions.
- Unsupervised photo sessions outside of the sports competitions.
- Photography in the changing rooms.

After the School Games

- Only official photographs of the children/young people whose parents have given their consent to photographs of their child being taken will be used for publicity purposes.

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- The organisers will take the audience and purpose into consideration when publishing and photographic material featuring young people from the School Games
- Dress: Any young person featured in publicity will be wearing suitable dress. As some of the sporting activities at the School Games have a higher risk for potential misuse of imagery than others, i.e. swimming and gymnastics, the photographs will focus on the activity.
- All images will be stored securely to ensure access is restricted to appropriate staff. This will help to prevent potentially inappropriate use of the collection.
- Any photographic images and videos held by WASP containing children/young people will be destroyed after 3 years and/or removed from the WASP website. This does not include social media unless specifically requested.

Social Media

WASP has embraced the opportunity too use social media to promote and advocate its work and the work of partner organisations. WASP has established Facebook, Twitter and YouTube accounts, and programmes regular information feeds. WASP actively encourages the community, including children and young people, to utilise its social media functions to access information and comment on its programmes and events. In recognition of this, WASP, have produced a Safety Guide for using social media.

The guide will be posted on the WASP website and referenced at events where WASP are the lead organisation, including, School Games.

Settings are implemented (and will be reviewed regularly) on the following sites to try and promote the safest possible use:

Facebook

- [WASP \(Wiltshire & Swindon Sport\) – Home | Facebook](#)
- Only people aged 13+ can become a fan of the page
- We allow visitors to the page to publish but only after we review their posts
- People can contact the page privately
- Only people who manage the page can tag photos posted on it
- Profanity filter is set to strong



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Twitter

- Using # on keywords on a tweet is a way for this tweet to then be added to the trending for this word, i.e. a profile displaying all tweets this keyword in. This can help find relevant potential users to follow, is being used by the media to find news stories on certain topics, and can be used for specific tweets i.e. #coaching, #supportive etc.
- Re-tweeting is where a user 'retweets' another users tweet, if they like it, or want to help promote the message. This re-tweet is then viewable to all those following LRS.

Privacy Statement

WASP's full privacy notice can be viewed online at [Privacy Policy | Wiltshire & Swindon Sport \(wiltssport.org\)](http://www.wiltssport.org/Privacy-Policy) A hard-copy can be requested by contacting WASP, Yvonne Brice house, 1 Goodwood Close, Epsom Road, Trowbridge, BA14 0XE

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