



Photography & Videoing Policy (child safeguarding)

Statement of Intent

The aim of this policy is to provide procedures and practical guidance for all *Fit Kidz CIC* employees, agents, volunteers, and other professionals and or partners working alongside us to safeguard children*

*the word “children” should be taken to mean all persons under the age of 18 years

Introduction

Fit Kidz CIC is keen to promote the use of positive images of children participating in fitness, sport and other physical activity. It is not preventing the use of photographic or videoing equipment but will ensure that appropriate and proportionate safeguards are put in place to provide a safe sporting environment for children and young people.

There may be other reasons why individuals may not wish their child’s photograph to be taken by someone they do not know personally, for example estranged parents looking to gain access to a child.

Potential risks to consider

1. The inappropriate use, adaptation or copying of images for use on child abuse websites on the internet (often referred to as pornography sites);
2. The identification of children when a photograph is accompanied by significant personal information that will assist a third party in identifying the child. This can lead, and has led to children being “groomed”; and
3. The identification and locating of children in inappropriate circumstances which include: (i) where a child has been removed from his/her family for their own safety; (ii) where restrictions on contact with one parent following a parental separation exist, e.g. in domestic violence cases; (iii) in situations where a child may be a witness in criminal proceedings; or (iv) other child protection concerns.

The majority of images taken are appropriate and taken in good faith. *Fit Kidz CIC* has adopted the following principles on photographs and film footage of children in order to ensure the safety of children participating in physical activity:-

Common sense considerations to ensure everyone's safety

1. Photographs/images are not to be taken without the prior permission of the parents/guardians of the children. This permission can be given by proxy by the *Fit Kidz CIC* trainer **only** after parental consent for this has been granted and consent forms completed. The trainer must arrange this prior to commencement of any physical activity
2. If no consent has been given for a child, then it is to be made known to the relevant *Fit Kidz CIC* trainer and appropriate person/s taking photographs to avoid taking photographs of that particular child
3. The children should be informed that a person will be taking photographs or video footage
4. The children should be informed that if they have concerns they can report these to the *Fit Kidz CIC* trainer.
5. Concerns regarding inappropriate or intrusive photography/videoing should be reported to the *Fit Kidz CIC* Safeguarding Team and recorded in the same manner as any other child protection or safeguarding concern.

Use of images of children (e.g. via social media or on the internet)

Ask for parental permission to use their child's image and wherever possible show the image to the parents and child in advance. This ensures that they are aware of the way the image will be used to represent *Fit Kidz CIC*.

Ask for the child's permission to use their image. This ensures that they are aware of the way the image will be used to represent *Fit Kidz CIC*.

If the child is named, avoid using their photograph/video footage.

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Don't use photography/video footage together with detailed personal information and vice versa.

Don't use an image for something other than for what it was initially intended and agreed.

Don't allow images to be recorded in changing rooms, showers or toilets – this includes the use of mobile phones that record images.

Focus on the activity rather than the individual.

Only use images of children in appropriate attire, to reduce the risk of inappropriate use and to provide positive images of the children.

Aim to take pictures which represent the broad range of youngsters participating safely in physical activity, e.g. boys and girls, disabled people, ethnic minority communities.

Encourage the reporting of inappropriate use of images of children to the *Fit Kidz CIC* Safeguarding Team.

Remember

1. It's not an offence to take appropriate photographs/video footage in a public place even if asked not to do so;
2. No one has the right to decide who can and cannot take images on public land;
3. If you have serious concerns about a possible child protection issue relating to the recording of images then call the police, this action should only be taken where you believe that someone may be acting unlawfully or putting a child at risk;
4. The land or facility owner can decide whether or not photography and or videoing at events/classes will be permitted when carried out on private land. However, you need to make this known before allowing individuals access to private property. If they do not comply then you may request them to leave.
5. If you are commissioning professional photographers/filmers or inviting the press to cover an event/activity, ensure you and they are clear about each other's expectations.

Best practice to plan ahead and communicate early on

Provide a clear brief about what is considered appropriate in terms of content and behaviour; Inform them of *Fit Kidz CIC* commitment to safeguarding children and young people and establish who will hold the recorded images/footage and what they intend to do with them. Issue the professional photographer with identification, which must be worn at all times; Inform participants and parents or carers prior to the event that a professional photographer will be in attendance and ensure you have established that no under 18's will be compromised due to child protection concerns if their image is taken –this can be done by using the *Fit Kidz CIC* Consent Form.

Public information

The specific details concerning photographic, video and filming equipment registration should, where possible, be published via *Fit Kidz CIC* social media platforms and website. The recommended wording is:

"In line with recommendations of the *Fit Kidz CIC* Child Protection Policy, the promoters of this event request that any person wishing to engage in video, zoom or close range photography should register their details with staff at the event organiser's desk before carrying out such photography. The promoter reserves the right of entry and reserves the right to decline entry to any person unable to meet or abide by the event organiser's conditions."

Parents/guardians and other spectators intending to photograph or video at an event will be asked to complete a self-declaration form.

Using video as a coaching aid

There is no intention on the part of *Fit Kidz CIC* to prevent the use of video equipment as a legitimate coaching aid. However, participants (children/young adults) and parents/guardians should be aware of this and that care will be taken in the storing of such films.

The parents/guardians and children must provide written consent for the use of photography and video analysis.

To report potentially unlawful materials on the Internet please contact

The Internet Watch Foundation:

Email: report@iwf.org.uk

Telephone: 08456 008844

www.iwf.org.uk

Fit Kidz CIC Safeguarding Team:

Tel: 07824 834793

E-mail: fit-kidz@outlook.com