

Clarkston Bowling & Tennis Club - Tennis Section

Recording & Publishing Images Policy



1. Parents, Carers and Spectators

Clarkston LTC (the Tennis Section of Clarkston Bowling & Tennis Club) encourages parents, carers and spectators to use photographic equipment to capture their child or friend playing tennis to support and encourage their experience. **Parents, carers and other spectators are required to register at an event if they wish to use any photographic equipment. The event organiser will ask anyone not registered to stop using photographic equipment and delete any images that may have been taken.** If any parent, carer or spectator has concerns about inappropriate photography, this should be reported immediately to the event organiser, Clarkston LTC official or Welfare Officer, who will follow child protection procedures.

2. Advice for Professionals, Competition Organisers and Officials

The Club requests that that all parents, carers and spectators who want to use photographic equipment at an event are registered by one of our officials.

If you wish to take photographs at an event or publish images following an event you must ensure you have consent from parents, carers or the individual (if over 18) prior to the event and that you are registered with the event organiser.

If you see any individual taking photographs which you deem to be intrusive or inappropriate you must address this in line with the child protection procedures.

3. Advice for Children and Young People

It is okay for a photographer to take photos when you are on court, as long as your parent or carer has told the photographer it is alright.

If you see someone taking photos or filming that makes you feel worried, tell your parent or carer, or the event organiser or welfare officer straight away.

4. Consent

If you wish to take photographs or recordings, prior to any event, you should ensure you have obtained consent from:

- The event organiser
- Parents, carers of all children involved

In order to obtain consent you must explain why you are taking the images and what they will be used for. This ensures that parents or carers are giving informed consent. To achieve this it is strongly recommended they also sign the **Media Consent Form**.

5. Photographing and Recording

All children featured in photographs or recordings must be:

- Appropriately dressed with clothing covering their torso from their neck to thighs, eg a t-shirt and shorts or skirt
- Featured with people engaging in tennis
- Recorded in groups with other children or adults where possible
- Representative of the diversity across tennis, with regard to age, gender, ethnicity and disability

Any suspected inappropriate use of images should be reported to Clarkston LTC's Welfare Officer who may contact the LTA Safeguarding Team and the Police.

6. Photographing and Recording in Public Spaces

There is no law specifically prohibiting the photography of individuals (including children) in public places. Subject to the below, individuals are permitted to:

- take photos of children without the consent of the parents/legal guardians, using a normal lens
- keep photos taken, however, if the person wishes to publish a recognisable image of the child, they are required to gain consent from the parents/legal guardian

This is permitted, provided the behaviour does not amount to harassment or a breach of privacy. Whether the behaviour amounts to harassment or a breach of privacy will depend on the facts in each case. If an individual is taking photographs in a public space and this is making the children, coach or parents uncomfortable, an official from Clarkston LTC will approach the photographer and politely request they stop taking photographs and remind them they are required to gain consent from parents if they wish to publish any photos.

NB: If the photographer has a long lens, they will be informed by an official from the Club they are not allowed to use this when taking photos of people in public spaces.

7. Publishing Images

Clarkston LTC will be sensitive and give appropriate consideration to the selection of images in publicity material both printed and web-based. Where possible, the Club will use a technique such as “watermarking” on the images.

All children featured can only be:

- Identified using their first name, although it is preferable that their name is not given
- Printed or uploaded with written consent from parents/carers
- Shown engaging in tennis activities

For your safety of all members and visitors to the Club it is recommended that the following is avoided:

- Images taken of children and young people on their own
- Images taken of children and young people outside a tennis environment
- Streaming any content directly to a website
- Using any images for which you have not obtained consent (please use the **Media Consent Form**)

Please be aware, coaches, teachers and others may use video equipment as a legitimate coaching method. Tennis players and their parents or carers should be made aware this forms part of the tennis programme and that any recording will be destroyed after use.

Clarkston LTC Safeguarding Contact Details

Welfare Officer: Sandra Leitch

M: 07894 066785

E: frog_on_a_lilly_pad@hotmail.com

In the event that the above cannot be contacted, get in touch with the Tennis Captain whose contact details are on the notice board and website

or

LTA Safeguarding Team Contact Details

T: 020 8487 7000

E: safeguarding@LTA.org.uk