

## **ANDOVER CRICKET CLUB**

### **PHOTOGRAPHY AND RECORDING POLICY - Including Social Media**

The ECB wishes to ensure that any photographic material captured of children within the cricketing environment is done so appropriately and does not wish to prevent parents and carers from being able to take photographs and make recordings of their children. Accordingly, Andover Cricket Club has devised the following policy in order to explain the proportionate controls which are necessary to adhere to current safeguarding and good practice criteria.

Photographs and recorded images are regarded as 'personal data' in terms of Data Protection. As such, Andover Cricket Club will undertake to gain consent from the child, adult or both before capturing, sharing or publishing images for internal or external purposes. In addition, this personal data will be processed in accordance with GDPR principles, and other relevant legislation and guidance.

For the avoidance of doubt this policy also applies to all forms of Social Media including, but not limited to, Facebook, Twitter, Instagram, YouTube, websites, chat rooms, blogs etc.

In relation to using cameras at training, matches and other club occasions Andover Cricket Club policy is that:-

- Photographs/images of any children are not to be taken without the prior consent of the parents/carers. Permission by proxy (e.g. at a team event) can only be granted if prior consent has been sought on behalf of each child. The coach/team manager must be made aware of any children for whom consent has not been given.
- Children should be informed that someone is going to take photographs. They should also be informed that if they are worried about this they can report their concerns to an appropriate adult (parent/coach/team manager).
- In advance of, or prior to the start of any group events, participants and attendees will be asked to complete a camera consent registration form.

In relation to publishing images, Andover Cricket Club policy is that:-

- Permission to use the images will be requested of the child's parent/carer. Where possible parent and child will be shown the image in advance. An explanation of how the image is to be used will also be given. The child's permission should also be sought.
- According to ECB guidance, even after consent has been granted, if a photograph or recorded image of the child is published, their name should not be. Conversely, if a child is named, their image should not be shown.
- All children should only be shown wearing the appropriate clothing in order to reduce the risk of inappropriate use.
- If at any time video is used as a coaching aid, written consent will be requested. The material will then be stored securely and deleted or destroyed either at a parent's request or when the material is no longer needed.

**Please be aware that we should all be vigilant to the possibility of individuals who wish to gain images of children for inappropriate use. Any concerns should be reported to a club official or event organiser at the time the concerns occur.**

In addition, any concerns regarding inappropriate, or intrusive photography or use of images should be reported to the club Safeguarding Officer (Clare Thain) and will be recorded in the same manner as any other child protection or safeguarding concern.

If you have any queries or concerns, please contact the ACC Safeguarding Officer

Clare Thain on 07771 663039 - [clare.thain2010@hotmail.co.uk](mailto:clare.thain2010@hotmail.co.uk)