

# HOTSHOTS NETBALL CLUB

## Photography and Video: Policy and Protocol

**The Hotshots Netball Club Committee have recently bought a digital camera for coaches be able to take photos for training and publicity purposes, for website/Hotshots Netball Club facebook page and publicity posters.**

Some Hotshots Netball Club activities may involve recording images including images of participants. These may be undertaken as part of the training session, league matches and other activities, for publicity or to celebrate achievement. Images must only be taken on the Hotshots Netball Club camera and **never** on personal equipment.

Coaches must be aware of the potential for photographs to be misused. Careful consideration should be given to how these activities are organised and undertaken.

Coaches should remain sensitive to any player who appears uncomfortable having their photograph taken and should recognise this when this occurs.

Using images of children for publicity purposes will require consent from parent/carer. Images must not appear in a public place without such consent. A public place includes areas of Hotshots Netball Club where non Hotshot Club Members may have access.

The Facebook page is a closed page and only members have access. The website is a public page.

### **Coaches should:**

- be clear about the purpose of the activity and about what will happen to the photographs when the lesson/activity is concluded;
- ensure that a senior coach is aware that the photography/image equipment is being used and for what purpose;
- ensure that all images are available for scrutiny in order to screen for acceptability; this will be done by two Coaches/Committee member.
- be able to justify images of children in their possession;
- avoid making images in one to one situations.
- Where required register the camera at the organisers desk, for example CVL.
- If Coaches wish to take photographs or video any participants during match play, then permission will be required from the opposition(s) coach(es)

### **This means that Coaches should not:**

- have images of players stored on personal cameras, devices or home computers;
- make images of players available on the internet, other than through the Hotshots Netball Club network/website with permission from parents and senior coaches and committee

Hotshots Netball Club understand that photo images will need to be saved to upload to the website and facebook page. Once uploaded these will be removed from the equipment it has been stored on.

**Parents** need to be aware that if they wish to take photographs, other than that of their own child, then the parents of the additional children need to provide their consent. **Hotshots Netball Club, however advise that parents refrain from taking photographs other than that of their own child on their personal devices.**

Parents also need to be aware that Hotshots Netball Club **will not** endorse any photographs/video taken by their own children and made public on any social media site.

If Coaches wish to take photographs or video any participants during match play, then permission will be required from the opposition(s) coach(es)

We wish to assure all parents that Hotshots Netball Club will endeavour to safeguard all of its members, coaches, committee and parents.

Parents, we advise you read and note this policy. It will be available on the website and Facebook page

This policy is to safeguard **all** participants associated with Hotshots Netball Club.

The persons listed below have agreed to adopt and adhere to the above Hotshots Netball Club Photography and Video Policy and Protocol:

***Dated: 5<sup>th</sup> October 2017***

Melanie Lewis	Chair
Elaine Smith	Secretary
Kay Hall	Website Manager
Becky Evans	Coach
Karen Bowen	Coach
Charlotte Gwilliam	Coach
Tracy Yarranton	Coach
Emma Hughes	Coach

All Parents and Players of Hotshots Netball Club have been advised to read and adhere to the policy above.

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