



## Photography and Videography Policy

### Acquiring Images and Video

#### Introduction

Children's participation in sport is a vibrant aspect of community life, fostering growth and healthy living. With the prevalence of smartphones and cameras, capturing these moments has become commonplace. However, the safety, privacy, and dignity of children must be prioritised whenever images or videos of children are taken at sporting events. This policy provides clear guidelines for all persons, including participants, members, parents, guardians, coaches, volunteers, referees, employees and event organisers, who may wish to capture or disseminate images and videos involving children at North West Junior Soccer Association (NWJSA) sport events.

#### Purpose and Scope

This Policy outlines the expectations and requirements for anyone taking, storing and sharing images (photography or video) of children in NWJSA activities. Its primary goal is to protect children from the inappropriate use of their images and to ensure their privacy.

The policy aims to:

- Protect the privacy and wellbeing of children and young people.
- Ensure that images and videos are used ethically and lawfully.
- Provide clear procedures for consent, storage, and publication of images and videos.

This policy applies to all sport events under the Association, including training sessions, competitions, game day, events, awards ceremonies, and social gatherings.

#### Definitions

- Child: Any person under the age of 18 years.
- Image: Any photograph, digital image, or likeness of a child.
- Video: Any moving image or audio-visual record of a child.
- Personal use: Images or videos taken for non-commercial, private purposes by individuals.
- Official use: Images or videos commissioned or taken by the Association for publicity, promotion, or archiving.

### 1. General Principles and Capturing Guidelines

- 1.1 Children's dignity, safety, and privacy must be paramount in all image and video capturing and sharing activities.
- 1.2 Images and videos must never be exploitative, demeaning, or sexualised in any way, children must be in appropriate attire, suitable clothing and in poses relevant to the sport.

- 1.3 Photography and filming are strictly prohibited in changing rooms, toilets, bathrooms, medical treatment areas or any area where they may be partially clothed.
- 1.4 Images of children who are especially vulnerable or subject to legal protection orders should not be taken or published under any circumstances.
- 1.5 Personal information allowing the identification or location of a child (such as names, addresses, contact details, school details including logo, or venue location) should not be published without explicit consent.
- 1.6 No images or videos should be taken or published where a child objects or refuses permission, regardless of parental consent.

## **2. Consent Requirements**

- 2.1 Written/Verbal consent must be obtained from parent or legal guardian of all participants who are visibly identifiable in photographs or video footage before photographing or filming at any NWJSA sanctioned event.
  - 2.1.1 Use a Consent Form for written consent this must be sought in advance and renewed periodically (e.g. at the start of each season). The consent form should specify the purpose for which images or videos may be used (e.g., club website, newsletters, social media, press releases).
  - 2.1.2 Verbal Consent must be sought prior to game commencement on game day through the team officials and their parents or legal guardian of children participating from both teams.
- 2.2 Special care should be taken when filming or photographing vulnerable participants or persons, including minors. For persons under 18, parent/carer consent is mandatory.
- 2.3 Participants and the Association must be able to withdraw consent at any time; content should be removed promptly upon request.
- 2.4 Wherever practicable, children should also be asked for their own permission before they are photographed or filmed, in addition to parental or legal guardian consent. A child's refusal to be photographed or filmed must always be respected.

## **3. Withdrawal of Consent**

- 3.1 Parents or legal guardian and participants may withdraw their consent at any time by notifying the Association or to the person who has pursued their consent. Upon withdrawal, images and videos must be removed from social media accounts and other websites or marketing streams as soon as practicable.
- 3.2 Participants and the Association must be able to withdraw consent at any time; content from Social Media accounts and other websites or marketing streams should be removed promptly upon request.

3.3 The Association may withdraw consent at any time and will do so in writing to the School Delegate and or Principal; content from social media accounts and other websites or marketing streams should be removed promptly upon request.

#### **4. Use and Sharing, Publication of Images and Videos**

4.1 Images and videos should only be used for purposes outlined during consent, written consent should be sought before being published on websites, social media, but not limited to the two outlined here

4.2 Do not include personal details (e.g., full names, contact information, or venue location) with images or videos published on websites, social media, or in print.

4.3 Images and videos must never be sold or passed on to third parties without explicit, informed consent from parent or legal guardian.

4.4 Care must be taken not to publish images or videos that could put a child at risk of harm or exploitation. Images can inadvertently reveal information about children and vulnerable people (such as locations, uniforms, or routines) that puts them at risk.

4.5 Never post images of children or young people without appropriate consent. Posts should avoid naming or tagging children and young people, event and locations unless explicit consent has been provided.

4.6 Careful consideration should be given before sharing images of vulnerable participants or those subject to court orders or specific safeguarding arrangements.

#### **5. Potential Risks**

5.1 Unwanted attention from strangers.

5.2 Cyberbullying or exploitation if images are misused.

5.3 Long-term digital footprint consequences that may affect the person

5.4 Breach of confidentiality for children in care, under protection, or with additional vulnerabilities.

#### **6. Responding to Concerns**

6.1 All concerns or complaints regarding the taking, use, or publication of images or videos must be taken seriously and responded to promptly.

6.2 Suspected misuse of images or videos, or concerns about children's safety, should be reported to authorities as appropriate.

6.3 Contact the Association or relevant authority bodies as appropriate

#### **7. Responsibilities**

7.1 Event organisers: Ensure all participants and families are aware of this policy

7.2 Photographers/videographers/Individuals: Abide by the policy, obtain necessary permissions, and respect children’s privacy and dignity at all times.

7.3 Parents/guardians: Understand the policy, give or withhold consent, and communicate any concerns promptly.

7.4 Coaches and Volunteers: Support the enforcement of the policy, monitor compliance, and report any breaches or concerns.

## 8. Breach of Policy

- Breaches of this policy may result in disciplinary action pursuant to the NWJSA Regulations and may include. Suspension from participating in a match or matches.
- Termination of registration.
- Ban on taking part in any football related activity including as a spectator:
- Termination of employment or volunteer position.
- In extreme circumstances where conduct poses risk to another person or property it will be reported to the police where necessary.

Refer to Disciplinary Measures section 9 in [NWJSA Regulations](#).

8.1 The Association reserves the right to take disciplinary action against any person found to have breached this policy and in conjunction with the Association Member Protection Policy and Child Safe Environment Policy and any relevant Policies.

## Policy Review

This policy will be reviewed every two years or in response to legislative changes, technological developments, or incidents involving the capture or use of children’s images and videos.

This policy is designed to respect and protect the rights of children while acknowledging the positive role of photos and videos in celebrating achievements and promoting sporting culture. All adults involved in youth sport are responsible for following these guidelines and upholding the trust placed in them by families and the community.

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