

KETTERING TANG SOO DO ASSOCIATION



Photography Policy (Children and young persons)

1. Introduction

Photography of children and young person is subject to the Data Protection Act 1998 regarding the rights of individuals to have information of a personal nature treated in an appropriate manner and the Human Rights Act 1998, protecting the privacy of individuals and families.

As well as these statutory rights, restrictions on photography arise from issues of child protection.

1.2 'Photography' includes photographic prints and video, film and digital imaging.

Promotional material means posters, leaflets and associations website. 'Parent' means any person with parental rights and responsibility in relation to a child or young person.

1.3 This document is intended to:

- Facilitate photography for the promotion of the Association.
- Respect the rights of the individual.
- Safeguard and protect children and young persons.
- Allow personal family photography wherever possible.

1.4 The Association is clear that it recognises the issues of child protection and personal privacy. A Child Protection policy aimed at safeguarding children and is accessible on the Association website. (www.ketteringtangsoodo.com)

1.5 The Child Protection policy details guidelines and procedure on the use of photography. This includes the use of mobile camera phones during training in view of the risks inherent in such use, possibly but not necessarily covert, which include the existence and/or distribution of photographs contrary to the wishes, welfare and privacy of others.

2 Photography by Association Staff

2.1 The Association can involve staff in the photography of children and young persons in relation to: • Administration (ID badges etc) • Coaching and training aid • Promotional (leaflets, posters & website). Copyright and the use of photographs is carefully controlled by the Association and is retained safely by the Association or issued to the child or young person concerned or safeguarded by a senior staff member.

2.2 Photographs held by Association must be dated and stored securely. They will not be used other than for their original purpose.

2.3 Photographs must be destroyed or deleted from databases once they are no longer required for the purposes for which they were taken.

3 Parental Photography

3.1 Parental photography is an established social practice celebrating success and achievement.

3.2 Where practical, arrangements should allow photography to be taken by parents and others attending events. Photography will not be permitted where the smooth running of the event and/or health and safety of persons is or may be compromised

3.3 A consent form shall be issued to parents and young persons upon first registration to the Association and renewed annually detailing permission/non permission for Association Staff and Parental photography purposes.

3.4 Parental photography must not include any child or young person whose parent has refused permission for any reason. This may mean offering photography opportunities before or after the event for those who wish to be involved. Parental photography is secondary to the main aims and purposes of events and must not be allowed to interfere with the opportunities for the child or young person.

4 Spectator Photography

4.1 Any person requesting to take photographs at any Associated event, as a spectator shall only do with the permission of the Association.