

# **Woodthorpe Tennis Club**

## **Photography and Filming Policy**

Approved by Club Committee: April 2024

Next review date: April 2026

This policy relates to members, parents, carers, volunteers and spectators whilst at Woodthorpe Tennis Club. It also applies to non-members visiting the club.

This policy is for the use of photographic, video or other images taken at any of the following: group coaching, individual coaching, competitions, social tennis sessions, events and holiday camps.

We allow members, parents, carers, volunteers and spectators to use photographic equipment to capture other members, children or friends playing tennis to support and encourage their experience.

Photographs or recordings are occasionally made of adult players whilst at the club, usually while participating in a club event. In most cases photographs will be taken by a responsible club official, such as a committee member or the club member organising an event and permission will be sought at the time from those in attendance at the relevant event for their image to be used. For adults this is not a formal or written process, and any member not wishing for their image to be taken or used should make the event organiser aware of this.

Children will only be filmed with the express consent of their parent or guardian, or by the parent/guardian. In this case the use of the images, i.e. where they are placed, will also be agreed by the parent or guardian. Images captured by a parent/legal guardian or close family member for their personal use are acceptable.

All children featured in photographs or recordings must be

- Appropriately dressed for example in a t-shirt and shorts or skirt
- Featured with people engaging in tennis
- Recorded in groups with other children or adults where possible

If any member, parent, carer or spectator has concerns about inappropriate photography, this should be reported immediately to the event organiser, and if necessary, also reported to the Welfare Officer.

### **Uses of photography and recordings**

We will use photographs or video footage for the following

- Noticeboards
- Local media including newspaper
- Our social media channels
- Our websites
- Our leaflets and flyers and posters
- Other promotional methods

If any member would like an image to be removed s/he should contact the club Chair or Secretary who will arrange for that.