



Harlow Rugby Union Football Club – Welfare Policy.

APPENDIX C HRUFC PHOTOGRAPHIC POLICY

OVERARCHING PRINCIPLES

HRUFC's photography policy derives from the RFU's Policy. The basic principles are:

- **Permission:** Every parent or carer has the option to decline permission for the taking and publication of images/videos of a young person in their care
- **Appropriate Circumstances & Attire:** Photography/video must be undertaken in appropriate circumstances. All young people must be appropriately attired at all times
- **Publication and Identification:** Publication should not be done in such a way that young people are identifiable; images should be published without accompanying sensitive personal details such as a young persons address
- **Focus of the Photography:** The imagery should focus on the activity rather than any particular individual
- **Equity Policy:** Wherever possible, imagery should reflect the diversity of the young people making up The Clubs membership
- **Third Party Photography:** Whenever professional photographers or outside media are invited or commissioned, the Club will require identification and safeguarding measures to ensure only the proper use and dissemination of imagery

CIRCUMSTANCES OF PHOTOGRAPHY/VIDEO

Photographs/videos of junior players are usually taken in the following contexts. This list is not exhaustive.

- **Coaching** - video may be filmed and used thereafter for coaching purposes
- **Action photographs** - general photographs of players during a game
- **Team photographs** - posed group photos of teams
- **Awards and ceremonies**
- **Press coverage** - local, national and specialist rugby media photographs/video
- **Tours and festivals** - at other clubs and grounds which will be subject to the host clubs policy permission.

All parents/guardians are asked to indicate on Registration Forms if they do not consent to the taking and use of photographs/videos featuring their children throughout the season. If consent is not withheld, the parent or carer permission continues throughout the season, terminating at its conclusion, unless the

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parent or carer notifies the squad manager and Club Safeguarding Officer, in writing, of a change of mind. The result of withholding or withdrawing permission is that the Club reserves the right to require the parent or carer to be present throughout an event where photo/video is expected to be taken and to undertake to supervise and monitor the event for the purpose of safeguarding their child.

FOCUS AND CONTENT OF THE IMAGERY

Images taken by parents, carers, supporters and coaches at the Club's grounds, and at away games, tours and festivals where the host club applies no stricter policy, should comply with the following restrictions:

1. The Club adopts the RFU guidelines on appropriate dress for young players. These recommend that all young people featuring in photographs/videos be appropriately dressed with outer clothing/ garments covering their torso between the bottom of the neck and the thighs i.e. a minimum of a vest/shirt and shorts. For formal photographs players should be properly dressed in Club kit.
2. Wherever possible the Club also undertakes to reflect the RFU Equity Policy. Accordingly photographs/videos should represent the diversity of young people participating in rugby at the Club.
3. Photographs/video should focus on the activity rather than any particular young person. Where possible photography of young people should concentrate on small groups of players.

SENSITIVE INFORMATION

Photographs/videos should not include nor be accompanied by sensitive information which might enable a stranger to identify the players. Such information might include, but is not limited to, an image of the players parent or guardian, the players full name, age, address, email address, telephone number or such personal details of the parent/guardian or the parents/guardians personal details.

PUBLICATION BY THE CLUB OF IMAGERY

The Club must have general parent or carer permission to use an image of a young person (see above). When such permission has been given, the Club may publish photographs/videos in its own materials or via third party media organisations such as the local press. Such publication of photographs/videos will not include any sensitive information described or identified above of the young people or of their parents or carers. Where the reason for publication is an individual achievement (i.e. a players selection for a representative side, triumph over adversity), particular attention will be paid to ensuring specific permission is also secured from the young person to use their image.

PUBLICATION BY OTHERS OF IMAGERY

The Club must have general parent or carer permission to use an image of a young person (see above).

PHOTOGRAPHY/VIDEO BY THE MEDIA OR THIRD PARTY

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The Club reserves the right to invite photographers from the local media or rugby specialist press to record the Clubs events. If it does so it undertakes that it will

1. Require any such photographers to register upon arrival at a Club event; to carry with them, at all times, bona fide and appropriate identification which must be produced on request and to abide by the overarching principles set out above
2. Inform parents and participants that one or more media photographers will be present and
3. Not approve/allow unsupervised access to the players, one-to-one photography sessions with players, nor photo sessions outside the event or at any players home.

USE OF PHOTOGRAPHIC/VIDEO EQUIPMENT BY PARENTS/GUARDIANS AND ADULT SUPPORTERS

Parents and carers are advised that if they have concerns about inappropriate or intrusive photography/filming these should be reported to the squad manager, to an event organiser or to an official so that these may be recorded and dealt with in the same manner as any other child protection concern.

If parents or carers or adult supporters wish to take images of a game, session, or event at a Club ground, they must ascertain whether any member of the squad has had permission withheld for photography; at any other ground they must also be prepared to comply with the policy of the host club.

In addition, wherever the Club's young players are playing photographers may be required to identify themselves and state their purpose for photography/videoing an event. They must, if advised that any visiting or host club's young player withholds permission for photography, cease doing so immediately unless able to come to an arrangement with that player's parent or guardian. The Club reserves the right to contact authorities in the event that any individual refuses to stop taking photographs/video or refuses to identify themselves upon challenge by the Club.