



Affiliated to Yorkshire Swim Association and Swim England North East Region

City of Wakefield Swimming Club

Photography Policy

The City of Wakefield Swimming Club's photography policy is taken and adapted from advice laid down by Swim England in Wavepower, its safeguarding policy. It also incorporates the guidelines highlighted by the NSPCC and CPSU.

The guidance applies to all images and videos taken on any type of camera or recording device, to include, but not limited to mobile/smart phones. It applies to all training sessions and provides information about safe photography at competitions.

The club recognises that the majority of images taken are done so appropriately and in good faith, however it is vital that we have to prioritise the safety and wellbeing of all of our children over individual needs to obtain pictures, and this is reflected in the club policy.

The aim of our policy is to reduce the risk to our children from:

- The use, adaptation, sharing and copying of images for abusive/exploitive purposes, either electronically or in print.
- The possible identification of a child where an image provides sufficient personal information that can lead to that child being groomed.
- The identification and locating of children where there are current and ongoing safeguarding and welfare concerns in place.

CONSENT

All parents, guardians have the right to refuse to allow photography of their child, and every child has the right to refuse to allow photos taken and shared of themselves.

City of Wakefield Swimming Club has a consent form built into the annual membership paperwork, but parents and children can alter this decision throughout the year by contacting the club Welfare Officer either in person or at welfare@swimwakefield.com Parents can also edit OnDeck to change their consent status for photography.

TRAINING

City of Wakefield Swimming Club has a strict **NO** PARENTAL OR GUARDIAN PHOTO/VIDEO policy at all training sessions and internal club competitions, unless there has been a prior arrangement with the coaching team. This must be for a specific, designated purpose only and will need to be agreed in advance by the swimming venue. (This cannot and will not be arranged during training time unless there are exceptional circumstances).

This is non negotiable and is in line with the Wakefield City Councils pool photography policy.



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There may be occasions that filming, or photography is used by coaches as a tool to assist stroke technique.

This may include both over and under water filming using GoPro imaging.

Parents will be informed of dates this will happen, thus giving them opportunity to withdraw consent if required, and to be present should they wish.

Withdrawal of consent for photography, will in no way impact on a child's right to inclusion in an event or training programme, though it may affect the teaching opportunity that it provides.

Video footage obtained during such training programmes will not be shared with any other parent or child unless consent has been obtained.

Videos and images will be deleted from local devices such as coaches' phones and ipads

Some videos / photographs may be used on the club website, but only with parental and child consent, ensuring that the images conform to Swim England's standards of decency.

CHANGING ROOMS

City of Wakefield Swimming Club, in line with WavePower, CPSU and Wakefield City Council, have a zero tolerance to any photography in the changing areas by either adults or children.

There is no exception to this rule, and any adult found or thought to be taking photos in the changing areas will be referred to the police.

OFFICIAL PHOTOGRAPHY

Recognising the need to record those proud moments from our children's lives, we may employ the skills of a professional photographer to capture individual images of the children at set events throughout the year.

With parental and child consent, we may take group photos that may go on the club website and social media platforms.

At present the photographer that we use is a previous swimmer at CoWSC, a coach and DBS checked, but there may be times that photos are taken by other DBS checked club members.

These images will be in accordance with Swim England's standards of decency.

COMPETITION POOLSIDE

We understand that sitting at poolside at competitions can be quite a long-drawn-out day for the children and realise that having their phones with them can provide a welcome source of entertainment.

We do not want to remove this from them, but due to the nature of social media, and the sharing of images, we must insist on no photography.

Children found taking photos will be asked to delete these images and we would therefore ask that you remind your children about this policy before every event.

It is possible that our coaches and team managers may take team photos at competitions, and therefore it remains essential that if consent for photos has been withdrawn, that the Welfare Officer is informed.



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SPECTATING AT COMPETITIONS

Every competition organiser has different rules in place for the management of photography/imaging at their event.

It is up to parents to understand what those rules are (usually printed on competition entry documentation), and to abide by them.

For those events where parental/ guardian photography is acceptable, it is important to remember the Swim England standards: -

- Focus on your own child
- Action shots should be a celebration of the specific sporting event
- Photographs should not be taken from behind the starting blocks or of children climbing in/out of the pool
- Discard any photos that include images of torn or displaced costumes.
- Poolside images should be above waist only if they are in swimming costumes, though full length images are permitted if fully clothed....be mindful however, who your child is standing next to, how they are clothed and if your photo can and will identify them.
- Do not load images onto social media if they contain images of other children

SOCIAL EVENTS

It is important to remember that the same Swim England standards apply to any photography/videos taken at our club social events.

Whilst we understand that people want to record memorable events, it is also important to remember that images must not be shared to social media without the agreement of all parties.

We appreciate your co-operation in helping us to maintain a safe and nurturing environment for all of our children.