

The Scottish Karate Governing Body Limited

Procedure for the use of photography and video

Children must be protected from those who would seek to use photos and videos to place them at risk of harm. Written consent must be obtained from the child/young person and their parents/carers before any photography or filming takes place.

Photos and video clips can be used to celebrate achievements, promote your activities, and let people know about your team, club or sport. Footage is also recorded for performance development reasons. The aim of these guidelines is not to curb such activity but to ensure that children are protected from those who would seek to take or manipulate photos and video footage in a way that harms children or places them at risk of harm.

Some sports take place in areas where organisers have little or no control over the environment such as open river or areas to which the public have general rights of access, e.g. the open countryside. In these circumstances, organisers should take all reasonable steps to promote the safe use of photographing and filming and to respond to any concerns raised.

Management of photography and videos

Reasonable steps must be taken to promote the safe use of photography and filming at events and activities. It is not possible to prevent individuals photographing or filming in public places, but the club does have the right to prohibit the use of photography, film or video at its own events or activities at a private venue.

Where photography or filming is permitted, and consent has been granted from parents/carers and children, the following guidelines should be followed:

- Put a system in place to allow easy tracking of photographers and their equipment. For example, use a badge or sticker to identify those with permission to photograph or film.
- Children must never be portrayed in a demeaning, tasteless or provocative manner. Children should never be shown in a state of partial undress, other than when depicting an action shot within the context of the sport. Attire such as tracksuits or t-shirts may be more appropriate.
- No unsupervised access or one-to-one sessions will be allowed unless this has been explicitly agreed with the child and parents/carers.
- Decisions about publishing images should reflect the best interests of the child and should consider whether they might place the child at risk. Special care must be taken in relation to vulnerable children such as those in care, fleeing domestic violence or some disabled children.
- Where photographs and/or video footage is used for training and development purposes, coaches must follow guidance on appropriate use of the images, consent and safe storage of the information.

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- All copies of videos and digital images must be stored in a secure place. These must not be kept for any longer than is necessary, having regard to the purposes for which they were taken.
- If there are concerns about indecent images of young people under 18 years of age being taken or shared, this is classified as child abuse imagery and must be reported immediately to the police.

Mobile phone cameras

Children have been placed at risk as a result of the ability to discreetly record and transmit images through mobile phones. Care is required in areas where personal privacy is important, e.g. changing rooms, bathrooms and sleeping quarters. No photographs or filming should ever be permitted in such areas.

Concerns

Anyone behaving in a way which could reasonably be viewed as inappropriate in relation to filming or taking photographs should be reported to the Child Wellbeing and Protection Officer, or the police.

For more information on the use of photography and filming refer to the Harper McLeod Briefing available on the CWPS website (see footer).