Tyne & Wear County Netball Association

Policy on the Taking and Use of Photographic and Recorded Images of Young People.

Tyne and Wear County Netball Association (TWCNA) has adopted England Netball's policy for the taking and use of photographic and recorded images of young people. The application of the policy at Tyne and Wear County events is outlined below.

TWCNA is committed to providing a safe environment for all its participants and particularly young people aged 18 and under. Included in this commitment is ensuring that as a County we take all necessary steps to protect ALL our participants from the inappropriate use of their images in resources and media publications, on the Internet, and elsewhere.

Photographic or Recorded Images
Definition This includes images, streaming or recorded images using a camera, digital camera, video recorder, mobile phone or personal digital assistant devices (PDA).

Obligations of Everyone
Everyone involved in Tyne and Wear competitions or events must act in accordance with the general principles in England Netball's Safeguarding and Protecting Young People Policy and the England Netball Photographic and Recorded Image Policy. In addition, they must abide by the agreed County specific guidelines, set out below, governing the taking and use of photographic and recorded images at TWCNA competitions and events, note that this policy applies to **ALL** participants regardless of their age.

No photography, video recording or streaming is allowed at matches in the Tyne and Wear Adult or Junior County Leagues subject to the 3 exceptions below. ALL photography or recording which does take place MUST be registered via the Photography Registration Form on the website and for adult league matches noted on the team sheet submitted as well.

1. **Team/squad photographs** may be taken at **both Adult and Junior League matches**, at the start or end of a match, as long as no one else is included in the background, eg: other players, umpires, spectators, etc. No photographs must be taken during matches. Team/squad photos may be posted on "official" Club social media sites but Clubs must ensure they have all appropriate consents in place before they publish. Check the England Netball website for examples of forms that can be used to gain photographic consent from club members. Clubs who publish team/squad photos must ensure they retain control of these photographs, their use and distribution therefore all Club members should be informed not to share photographs on personal social media as the Club then has no control over their distribution.

2. **A young player who needs video evidence to submit as part of an official examination or award**. Adult and relevant Junior League may be used.

Process – note that plans for any filming should commence at least two weeks before the date of the match to be recorded!

a. Check with your Club Safeguarding Officer (CSO) to ensure all **permissions** are in place for your team. **No parent should be filming at a match if they have not informed and have the permission of, their own Club Coach or CSO.**

b. Select Match to record.

c. Check with CSO/Coach to **ensure opposing team have agreed** to be filmed or need notice for approval. A number of teams in the **TWCNA Adult Winter/Spring and Junior Leagues** have stated that they can't be filmed whilst others have said they require notice of any filming and will agree on a match by match basis. This information has been passed to your Club Secretary.

d. Check with CSO/Coach to ensure that there are no more than two people filming the match. Two people filming is the maximum allowed. If possible one person should film and share the footage.

e. If opposing team require notice to approve filming, **contact them at least one week before filming** to allow time for checking and any amendments.

f. **Having gained permission from opposing team complete the photography registration form** on the TWCNA website.

g. **On the night of the match** make yourself known to **both Umpires and the Responsible Adult** accompanying the opposing team. Umpires will advise on the best location for filming. Also be aware that if the circumstances of the opposing team have changed last minute, they have the right to refuse to be filmed on the night.

h. Record match. Please ensure you only record appropriate footage. For example, if the player you are filming is off court then do not continue to record the match. Only gather as much footage as you require. Whole matches are not required for exam submission so your recording can be intermittent.

3. **Clubs/Umpires may video matches for training purposes**. As in 2 above, the consent of the opposing team must be gained at least a week in advance of the recording taking place and the recording must be registered with the County. **This is only permitted at Adult League matches**.

For exceptions 1 and 3 above the Club/Umpire involved commits to ensure that any photographs or recorded images are stored safely, deleted if/when not required and used appropriately. In the event that an issue arises with any photography or video the responsible Club will:

- If the issue involves a Young Person, be reported to England Netball and managed within the Safeguarding policies and procedures
- If the issue involves an adult be dealt with under the England Netball Disciplinary procedures

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