



## WOKING BLACKHAWKS BASKETBALL CLUB

[www.wokingblackhawks.co.uk](http://www.wokingblackhawks.co.uk)  
[www.blackhawks-basketball.co.uk](http://www.blackhawks-basketball.co.uk)

### PHOTOGRAPHY & VIDEOGRAPHY POLICY

#### *Introduction*

**Woking Blackhawks Basketball Club** (the “Club”, “we”, “us”) is committed to providing a safe environment for young and/or vulnerable people (collectively termed “players”) to participate in basketball. This extends to the capture and use of images (photos and videos), where the Club will take steps to ensure that any images are used solely for the purposes they are intended and in accordance with good practice guidelines.

Any concerns regarding the inappropriate taking or publishing of images should be reported to one of the Club’s Welfare Officers.

#### *Purposes for recording images*

The Club records images of their players in the form of photographs and videos for the following reasons:

- For publicity to promote basketball and the club
- To record/provide mementoes of significant events for the Club, young and vulnerable people and their parent/guardians
- For analysis of coach and player performance as a coaching aid.

#### *Good practice guidelines*

The Club will follow the following good practice guidelines with regards to the taking and publishing of images:

- Through the use of a consent form, the Club will ask the permission of the player and their parents/guardian to take and use their image.
- All photographs will focus on the activity rather than a particular player, and where possible, use images that represent all those involved in basketball.
- We will never publish personal details (email address, telephone number, address, social media account details etc.) of a player.
- We will only authorise the use of images of players in suitable clothing (tracksuit, on court clothing i.e. vests/shorts, off court clothing).
- We will ensure that images reflect positive aspects of children’s involvement in basketball (enjoyment/competition etc).
- No unsupervised access to players or one to one photo sessions at events will be permitted.
- The use of any photographic equipment in the changing room will be forbidden.

Any player and/or their parents/guardians have the right to withdraw their consent to the capture and use of their image or video (or that of the player). Any player, parent/guardian wishing to exercise this right must inform their team’s coach or team manager in writing. In such circumstances, players and their parents/guardians should be aware that once images



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are in circulation or have been published, it may be difficult to remove them, although every effort will be made to ensure they are not used in future publications and removed where possible e.g. from a website.

### ***Use of photographic filming equipment at basketball games/events***

Where the Club is hosting a basketball game/event, the coach, team manager or event organiser will:

- Provide information detailing the Club/venue policy on photography to the opposition.
- Inform the opposition if any of the Club's players have not given their consent to the taking of images.
- Inform the Club's spectators if any of the Club's or opposition's players have not given their consent to the taking of images.
- Act on any concerns regarding the inappropriate use of photographic equipment.
- Ensure that any images taken are stored safely after the event.

Where the Club is attending a basketball game/event hosted by another team/club, the coach or team manager responsible for the team will:

- Inform the opposition if any of the Club's players have not given their consent to the taking of images.
- Request permission from the opposition to the taking of images.
- Inform the Club's spectators if any of the Club's or opposition's players have not given their consent to the taking of images.
- Act on any concerns regarding the inappropriate use of photographic equipment.
- Ensure that any images taken are stored safely after the event.

At competitions, there may be specific photography guidelines that apply to that particular event. Coaches, volunteers and parents/guardians should be aware of the requirements of that event's photography policy before capturing images of any of the players at the event. Any concerns regarding the inappropriate taking or publishing of images at the event should be reported to the event organiser or an event official.

### ***Use of photographic and recorded images when teams are abroad***

When teams play in other countries, there may not be restrictions on photography/filming. Many countries allow widespread use of cameras/video equipment in basketball halls. Parents/guardians should be made aware of this possibility and decide whether they are content for their child to play in these circumstances.

### ***Social Media***

The Club will monitor closely social media including posts, tags and followers. Any concerns regarding the tagging of images on social media should be reported to the Club immediately.

**9 November 2020**