



**WEST OF ENGLAND SPORT TRUST
SAFE GUARDING CHILDREN AND YOUNG PEOPLE**

PHOTOGRAPHY GUIDELINES

1. In line with the West of England Sport Trust Safeguarding Children and Young People Policy. It is a requirement that any persons wishing to engage in any photography or videoing of events or sessions must register their details with designated event staff before carrying out such photography.
2. All those wishing to use photographic/film/video equipment, including mobile phones with video/photo-graphic technology must register their details.
3. Professional photographers/filming/video operators wishing to record the event must seek accreditation with the event designated staff, by producing their professional identification for the details to be recorded at least five days prior to the event.
4. Identification may be checked with issuing authority prior to the event.
5. If a professional photographer is commissioned it is important that they abide by the Trusts policy and guidelines.
6. Identification labels will be issued to all those who have registered.
7. The West of England Sport Trust reserves the right of entry and reserves the right to decline entry to any persons unable to meet or abide by the designated event organisers conditions.
8. Participants/parents/carers/spectators/volunteers/event staff is informed that if they have concerns they can report these to the designated event organiser or the event designated safeguarding children and vulnerable adults officer.
9. Concerns regarding inappropriate or intrusive photography should be reported to the designated officer or event organiser and recorded in the required documentation.
10. Parents/carers/spectators intending to photograph an event may be required to complete a self declaration form.

Publishing Images

1. If a player is named, we will avoid using their photograph and request that professional photographers and the media do the same.
2. If a photograph is used, we will avoid naming the player and request that professional photographers and the media do the same.
3. We will NEVER publish personal details (email addresses, telephone numbers, addresses etc) of a child / young person.
4. We will only authorise positive images of young people participating in sport.
5. If professional photographers are commissioned or press invited to a Wesport activity or event, it is important to ensure they are clear about expectations of them in relation to the welfare of young people.

This information is available in alternative formats on request.