



Use of Photography & Video Policy (2025–2026)

1. PURPOSE

This policy ensures that all photography and video recording at BLTSRC is conducted safely, respectfully and in line with safeguarding and data protection requirements.

2. SCOPE

Applies to:

- Coaches, staff and volunteers
- Parents and carers
- Junior and adult members
- Visitors and spectators
- Photographers working on behalf of the Club

Covers:

- Photography
- Video recording
- Live streaming
- Social media sharing
- Training video analysis

3. DEFINITIONS

Image: Photograph, video, recording or screenshot.

Consent: Written permission for capturing and using images.

Inappropriate Use: Sexualised, intrusive, demeaning or unsafe imagery.

Personal Data: Any identifying detail about a person.



4. PRINCIPLES

- Welfare of children is paramount.
- Only appropriate, non-intrusive images permitted.
- Consent required for identifiable images of children.
- No images in changing rooms or toilets.
- Staff must model safe image use.

5. ROLES & RESPONSIBILITIES

Coaches & Staff:

- Obtain consent before filming juniors.
- Store images securely.
- Only use official Club accounts.
- Report concerns.

Volunteers:

- Follow Club rules.
- Do not capture images without permission.

Parents & Carers:

- Photograph their own child only unless consent is given.
- Avoid posting images of other children without approval.

Members & Spectators:

- Follow Club photography restrictions.

6. PHOTOGRAPHY AT BLTSRC

General Rules:

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- Must not cause disruption.
- Must respect privacy.
- Club may prohibit photography at any time.

Events:

- Parents informed of photography rules.
- Approved photographers may be assigned.
- Club may allocate designated photo zones.

7. PROHIBITED PHOTOGRAPHY & BEHAVIOURS

- Images in changing rooms or toilets.
- Secret or intrusive photography.
- Live streaming without permission.
- Close-up images of children without consent.
- Editing images to humiliate, sexualise or bully.

8. FILMING FOR COACHING PURPOSES

Allowed only when:

- Parent/carer consent obtained
- Footage stored securely
- Club devices used where possible
- Footage not shared outside Club platforms

9. CONSENT REQUIREMENTS

Consent needed for:

- Promotional images
- Social media posts

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- Website use
- Identifiable images of juniors

Consent storage:

- Kept securely
- Renewed every two years

If consent not given:

- Child will not appear in identifiable images
- Staff informed discreetly

10. SHARING & PUBLISHING IMAGES

Allowed only when:

- Shared from official Club accounts
- No identifying details included
- Consent has been obtained

Not permitted:

- Posting on personal social media without consent
- Tagging juniors
- Sharing in WhatsApp groups

11. MANAGING MISUSE

Misuse includes:

- Sharing images without consent
- Taking prohibited images
- Inappropriate editing

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- Bullying or harassment using images

Actions:

- Removal from event
- Device confiscation (if safe)
- Safeguarding referral
- Possible police reporting

12. REPORTING CONCERNS

Report to:

Club Welfare Officer – Sarah Markwort

Tel: 07879 843360

Email: welfareofficer@bltsrc.co.uk

13. RECORD KEEPING

CWO will maintain:

- Consent forms
- Incident logs
- Photographer registers
- Misuse evidence

Records kept securely for 6 years.

14. EDUCATION & AWARENESS

BLTSRC will:

- Display 'No Photography' signage

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- Provide guidance to parents
- Train staff and volunteers
- Include policy in induction packs

15. REVIEW & MONITORING

Reviewed annually or after incidents.

Next Review: September 2026

APPENDICES

A – Photography Permission Form

B – Event Photography Rules Sheet

C – Incident Recording Form

D – Promotional Use Permission Matrix

Version Control

Policy Owner: Club Welfare Officer

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