

RICHMOND HOCKEY CLUB

Founded 1874

Astro: University of Westminster Sports Ground, Hartington Road, Chiswick, London, W4 3UH

www.richmondhockeyclub.com

POLICY FOR TAKING AND USE OF PHOTOGRAPHIC AND RECORDED IMAGES OF YOUNG PEOPLE

Richmond Hockey Club adopts the principles set out in the EHB Policy for Taking and Use of Photographic and Recorded Images of Young People. These state:

1. Everyone working with children in hockey should have an understanding of the issues relating to taking and use of photographic and recorded images of young people and the EHB's policy on this.
2. Parents have a right to decide whether young people's images are to be taken, and how those images may be used.
3. In accordance with good practice, parents and young people must provide written consent for young people's images to be taken and used. This ensures that they are aware of the way the image is intended to be used to represent the sport. There may be legitimate reasons for denying consent.
4. A registration process should be used for photographers in accordance with the good practice guidance on the Taking and Use of Photographic and Recorded Images of Young People. This will help deter those wishing to take photographs or recorded images for inappropriate use.
5. Images should convey the best principles and aspects of hockey, such as fairness and fun.
6. Care should be taken to ensure that images are not sexual or exploitative in nature, nor open to obvious misinterpretation and misuse.
7. All images of young people should be securely stored to avoid inappropriate use.
8. In the case of images used on websites, particular care must be taken to ensure that no identifying details facilitate contact with a young person by a potential abuser.
9. Suspected inappropriate taking of photographic or recorded images should be challenged and reported.
10. Any concerns regarding inappropriate taking or publishing of photographic or recorded images must be reported to the Club Welfare Officer.
11. If the player is named, for example in a match report, avoid using their photograph in a way that enables the image and name to be linked.
12. If a photograph is used, avoid naming the player in any accompanying caption.
13. Never publish personal details (e-mail addresses, telephone numbers, addresses or other information relating to the location) of a young person.
14. All access to images should be restricted. It is recommended that where images are acquired for distribution, including commercially, access to them is by individual registration. Open access to images on a website should never be available.
15. Reasonable measures should be taken to ensure that the information stored is secured against malicious access, either internal or external e.g. hackers or malicious code.