



Purpose

This guidance refers to, though is not exclusive to, photos and filming for the purposes of:

- Promotional content for Herne Hill Harriers in club newsletters, on the club website and club social media
- Coach training required to fulfil EA coach training qualifications.
- Technical development of individual athletes

Consent

- If the child is under 16, written consent for photos/videos must be obtained from a parent or carer.
- If the child is over 16, they can give consent themselves, but it's good practice to inform them of the intended use of the photo/video, and to let the parents know that photographs and/or videos of their child may be used (UKA p3)
- Images of children and young people, forwarded to club officials for club publications, will only be accepted and published if received, and consent checked, by club coaches.
- Images/footage will only be stored for as long as required for their outlined purpose.
- HHH will not include full names, addresses, telephone numbers or names of schools alongside images of children and young people, thereby potentially compromising safety
- During this interim period the club will collect consent for all U16 members in advance of membership renewal and re-design of the consent process
- In due course, request for consent will be collected during the HHH membership registration process. This information will be stored digitally and only accessed by authorised HHH committee members
- Refusal of consent for U16 athletes will be shared securely with relevant club coaches and officers
- Parents/carers of all U16 members who are asked to consent or deny consent to photos or videos can also ask for removal or deletion of images at any time.



Process

1. Consent for filming/photography of junior member athletes by parent/carer to be collected and securely recorded.
2. Membership secretary to share a list of young persons whose parent/carer do not provide consent for filming to coaches.
3. Where possible, coach to coach to check with young person whose parents/carers have provided consent that they are content to be photographed/ filmed before proceeding
4. Best practice is to share images with parent/carer before publication.
5. All relevant club officials – including those who post and publish data – to read and agree with this policy, as well as receive training in this area

Monitoring

This policy will be reviewed every three years, or in the following circumstances:

- ✓ changes in legislation or government guidance
- ✓ guidance as required by local authority and/or home country sports councils and UK Athletics
- ✓ as a result of any other significant change, event or case reviews

This policy was last reviewed on 09/02/26

Signed

Club Secretary

Contact details

Club Welfare Officer	Sarah Guest		welfarehh@gmail.com
Club Secretary	Steve Bosley		

In a safeguarding emergency, where a child is at immediate risk of harm, call 999.

You can contact the NSPCC Helpline by calling 0808 800 5000, emailing help@NSPCC.org.uk or completing our report abuse online form.

Any child can call Childline on 0800 1111 or chat to them online.



Photography & Video Policy: additional guidelines for parent/coaches/athletes

*No one should publish, including on websites and social media, any photos of athletes under 18 without permission. For athletes under 16 written consent – stored securely and digitally by the club - should come from the parent or guardian. U18 athletes can give their own consent and should be consulted.

*You may take photos or short videos for personal use only of your own child, family or club members. It is advisable not to share this footage more widely on social media.

*You must respect requests from any athlete not to be photographed

*Inevitably there is interest in photographing medal winners and podium presentations. These photos may be added to the club website and/or newsletter unless consent has been declined by parents.

*Event photos of large groups of athletes (for example at the start line) may be taken, and we ask that if you do not want a child to be photographed in these settings you decline photographic consent when requested.

*U16 athletes pictured in club newsletters and on the club website will not be named. U16 athletes may be named in text only reports of events.

*No photos will be published of any HHH U18 athlete, even if a consent form has been given approval, unless the photograph has been taken by the coach or parent of the athlete known to the coach to be the parent. For example, random photos of U18 HHH athletes competing and submitted by an unknown person are not allowed, even if it is of an U18 HHH athlete who has (given) permission.

*Photos of groups of athletes (ie team photos) are permitted for publication and individual permission is not required, so long as:

- a) the photo is taken by a HHH coach or person approved by a HHH coach
- b) the athletes are posing directly to camera
- c) the photographer explicitly states at the time of taking the photograph that it may be put on the club website and/or social media
- d) any group member is given the option of not appearing in the photo particularly where the athlete or parent is known by the coach to have refused permission.

Please look at your photos and film through a safeguarding lens. It's important to:

*Remove names and other sensitive personal data which can locate or identify children from images, unless it's considered necessary ie for elite young athlete promotion

*Use images or footage that focus on the activity rather than the child

*Avoid showing a full face and body of a child in activities that require minimal kit. Instead, you can show above the shoulders or in fuller kit, post event.



*Avoid compromising or inappropriate angles that could be prone to misuse.