



## KENDAL RUGBY CLUB

### PHOTOGRAPHIC AND IMAGES POLICY

Kendal RUFC photographic and images policy derives from the RFU Best Practice guidance for the use of photographic images. The basic principles are:

1. **Permission:** Every parent or carer has the option to decline permission for the taking and publication of images/videos of a young person in their care.
2. **Appropriate Circumstances and Attire:** Photography/video must be undertaken in appropriate circumstances. All young people must be appropriately attired at all times.
3. **Publication and Identification:** Publication should not be done in such a way that young people are identifiable; images should be published without accompanying sensitive personal details such as a young persons address.
4. **Focus of the Photography:** The imagery should focus on the activity rather than any particular individual.
5. **Equity Policy:** Wherever possible, imagery should reflect the diversity of the young people making up the Clubs membership.
6. **Third Party Photography:** Whenever professional photographers or outside media are invited or commissioned, the Club will require identification and safeguarding measures to ensure only the proper use and dissemination of imagery.

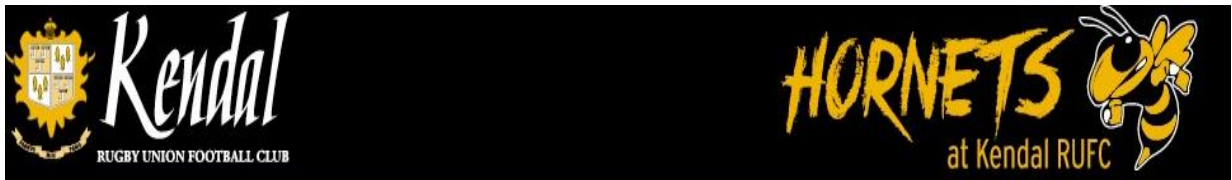
#### Circumstances of Photography/video

Photographs/videos of junior players are usually taken in the following contexts. This list is not exhaustive.

- **Coaching** – video may be filmed and used thereafter for coaching purposes.
- **Action photographs** – general photographs of players during a game.
- **Team photographs** – posed group photographs of teams.
- **Awards and Ceremonies**
- **Press Coverage** – local, regional, national and specialist rugby media photographs/video.
- **Tours and festivals** – at other Clubs and grounds that will be subject to the host Clubs policy permissions.

All parents/carers are asked to indicate on the Club junior membership form if they do not consent to the taking and use of photography/videos featuring their child throughout the season. If consent is not withheld, the parent or carer permission continues throughout the season, terminating at its conclusion, unless the parent or carer notifies the Club Safeguarding Officer and Team Manager, in writing, of a change of mind.

The result of withholding or withdrawing permission is that the Club reserves the right to require the parent or carer to be present throughout an event where photographs/video are expected to be taken and to undertake to supervise and monitor the event for the purpose of safeguarding their child.



### **Focus and content of the Imagery**

Images taken by parents, carers, supporters and coaches at the clubs grounds, and at away games, tours and festivals where the host Club applies no stricter policy, should comply with the following restrictions:

1. The club adopts the RFU guidelines on appropriate dress for young players. These recommend that all young people featured in photography/video be appropriately dressed with outer clothing/garments covering their torso between the bottom of the neck and the thighs, i.e. a minimum of a vest/shirt and shorts. For formal photographs players should be properly dressed in Club kit.
2. Wherever possible the club also undertakes to reflect the RFU Equity Policy. Accordingly, photographs/video should represent the diversity of young people participating in rugby union at the Club.
3. Photographs/video should focus on the activity rather than any particular young person. Where possible, photography/video of young people should concentrate on small groups of players.

### **Sensitive Information**

Photographs/video should not include nor be accompanied by sensitive information that might enable a stranger to identify the players. Such information might include, but is not limited to, an image of the players parent or carer, the players full name, age, address, email address, telephone number, or such personal details of the parent/carers or the parents/carers personal details.

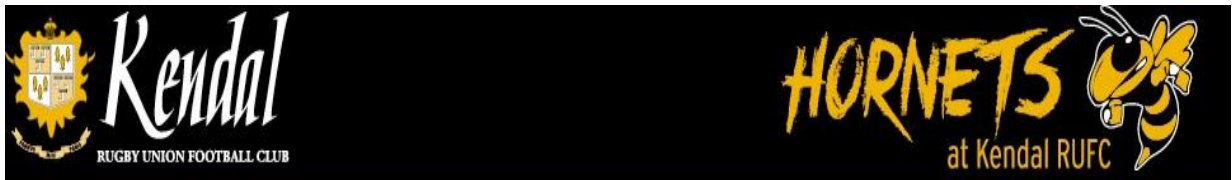
### **Publication by the Club of Imagery**

The Club must have general parent or carer permission to use an image of a young person (as stated above). When such permission has been given, the Club may publish photographs/video in its own materials or via third party media organisations such as the local press. Such publication of photographs/video will not include any sensitive information described or identified above of the young people or their parents or carers.

Where the reason for publication is an individual achievement (i.e. a player selection for a representative side, triumph over adversity), particular attention will be paid to ensuring specific permission is also secured from the young person to use their image.

### **Publication by Others of Imagery**

The Club must have general parent or carer permission to use an image of a young person as stated above.



### **Photography/video by the Media or Third Party**

The Club reserves the right to invite photographers from the local media or rugby specialist press to record the Clubs events. If it does so it undertakes that it will:

1. Require any such photographer to register upon arrival at a Club event; to carry with them, at all times, bona fide and appropriate identification that must be produced on request and to abide by the overarching principles set out above.
2. Inform parents and participants that one or more media photographers will be present.
3. Not approve/allow unsupervised access to the players, one-to-one photography sessions with players, nor photography session outside the event or at any players home.

### **Use of Photography/video equipment by Parents/Carers and Adult Supporters**

Parents and carers are advised that if they have concerns about inappropriate or intrusive photography/video these should be reported to the Team Manager, to an event organiser or to an official so that these may be recorded and dealt with in the same manner as any other child protection concern.

If parents, carers or adult supporters wish to take images of a game, session or event at the a Club ground, they must ascertain whether any member of the squad has had permission withheld for photography; at any ground they must be prepared to comply with the policy of the host Club.

In addition, wherever the Clubs young players are playing photographers may be required to identify themselves and state their purpose for photography/videoing an event. They must, if advised that that any visiting or host Clubs young player withholds permission for photography, cease doing so immediately unless able to come to an arrangement with that players parent or carer.



If you witness or are aware of an incident where the welfare of a child has been put at risk you must, in the first instance, inform the Club Safeguarding Officer. They will then inform the Cumbria CB Safeguarding Manager and the RFU Safeguarding Team. If an incident involves the Club Safeguarding Officer you should inform the Deputy Safeguarding Officer, Kerry Nelson and either the Cumbria CB Safeguarding Manager or the RFU Safeguarding Team.

All members of Kendal RUFC who work with children in Regulated Activity must undertake an RFU Disclosure and Barring Service (DBS) check in accordance with RFU Regulation 21.

Kendal RFU will ensure that all its members, whether they are coaches, parents, players or officials will comply with the Best Practice Guidance as issued by the RFU. In summary, the following are **NOT** acceptable and will be treated seriously by the club and may result in disciplinary action being taken by the club, Cumbria CB or the RFU:

- Working alone with a child.
- Consuming alcohol whilst responsible for children.
- Providing alcohol to children or allowing its supply.
- Smoking in the presence of children.
- Humiliating children.
- Inappropriate or unnecessary physical contact with a child.
- Participating in, or allowing, contact or physical games with children.
- Having an intimate or sexual relationship with any child developed as a result of being in a 'position of trust'.
- Making sexually explicit comments or sharing sexually explicit material.

Kendal RUFC manages the changing facilities and arranges for them to be supervised by two DBS checked adults of the appropriate gender for the players using the facilities. Kendal RUFC ensures that all its coaches, parents, officials and spectators are aware that adults must not change at the same time, using the same facilities as children.

Kendal RUFC will ensure that its coaches and team managers will receive the support and training considered appropriate to their position and role. The RFU "Managing Challenging Behaviour" Policy has been adopted and circulated amongst the club workforce both voluntary and paid.

Any event held on Kendal RUFC premises must comply with this Policy and if appropriate a Safeguarding Plan should be discussed and circulated to those affected. Any tours, overseas or domestic, undertaken by Kendal RUFC must comply with the relevant RFU Regulations and Guidance relating to tours.

This policy has been adopted in accordance with Kendal RUFC constitution.