

Photography & Filming Policy

1. Policy Statement

Cambourne Comets Trampoline Club is fully committed to safeguarding and promoting the well-being of all its members.

The club recognises that photography and filming, if not properly managed, can present risks to safety, privacy, and dignity. This policy sets out clear guidelines for the safe and appropriate use of photography and filming.

The club recognises that safeguarding is everyone's responsibility and encourage all members, coaches, parents/carers and club officials to take a proactive approach in preventing the inappropriate use of photography and filming within the club.

2. General Rules

No photography or video recording equipment, including camera phones, may be used during training sessions by members or parents/carers.

Coaches and club officials may employ photography or video recording only where consent has been given and in line with this policy.

Parents and carers must provide **written consent** before any identifiable images of children or young people are taken or used.

3. Approved Use of Images

Photography and filming may only be used for the following purposes:

- Supporting coaching and skill development.
- Celebrating achievement and participation.
- Promoting the club in a positive and respectful manner.

All use of images must respect the individual's privacy and uphold their dignity.

4. Filming for Coaching and Development

Where video recordings are made for coaching or training purposes:

- Filming must be carried out in an open and transparent manner.
- Recordings must **not be stored** on personal devices or retained on club devices.
- Recordings must be viewed only by relevant individuals (e.g., coaches and the member involved).
- Recordings must be **deleted immediately after use** once their purpose has been served.

5. Competitions and External Venues

Competition and event venues may have their own photography and filming policies, which must be followed.

Cambourne Comets Trampoline Club is not responsible for photography taken at external venues.

6. Social Media and Publicity

The club may use photographs and videos on its official social media platforms and publicity materials, provided consent has been obtained.

First names may be used alongside images, but minors will never be 'tagged' by the Club.

Images will only be shared in a safe and responsible way that promotes the sport positively.

7. Safeguarding and Misuse

Photography and filming are never permitted in changing rooms, toilets, or private areas.

Any concerns about inappropriate use of images must be reported immediately to the Club Welfare Officers.

The club reserves the right to withdraw or restrict permission for photography if safeguarding concerns arise.

Breaches of this policy may result in disciplinary action in line with our Club Disciplinary Procedures and/or referral to the relevant statutory authorities, such as the police and/or Local Authority Designated Officer (LADO).

8. Review

This policy will be reviewed annually, or earlier, if necessary, to remain compliant with safeguarding best practice and British Gymnastics guidance.

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Version	1
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