**Ottershaw Junior Football Club – Photography & Social Media Guidance Policy**

Ottershaw Junior Football Club is committed to safeguarding all children and young people. Photography and social media can be a positive way to celebrate achievements and share club activity, but they must be used safely, responsibly and in line with FA guidance.

This policy explains how the club manages images of children and how parents, coaches and volunteers are expected to behave online.

**1. Principles**

Our approach is based on:

- **Child safety first**
- **Respect for privacy**
- **Clear consent from parents/carers**
- **Responsible use of images**
- **Protection from misuse or inappropriate sharing**
- **Compliance with FA safeguarding guidance and UK GDPR**

**2. Consent**

- The Club will **only use photographs or videos of children with explicit parental/carer consent**.
- Consent is collected at registration and refreshed each season.
- Parents may withdraw consent at any time by contacting the Club Secretary or Welfare Officer.
- If consent is not given, the child will not appear in any club photography or social media posts.

**3. Club Photography Rules**

When taking or using photographs or videos of children, the Club will:

- Use images **positively**, celebrating effort, teamwork and enjoyment.
- Avoid naming children alongside their image unless essential and agreed.
- Never use images that could be considered **inappropriate, embarrassing or unsafe**.
- Avoid close-up images where possible — group or activity shots are preferred.

- Ensure children are appropriately dressed (no images in changing rooms or during personal care).
- Store images securely and delete them when no longer needed.
- Never share images with third parties without consent.

**4. Parent & Spectator Photography**

Parents/carers may take photographs or short videos **for personal use only**, provided that:

- They respect any child whose parent has not given consent.
- They do not post images of other children online without permission from their parent/carer.
- They do not use images for commercial purposes.
- They follow instructions from coaches or the Club Welfare Officer if photography needs to be restricted (e.g., safeguarding concerns, opposition requests).

If a parent is asked to stop taking photos, they must do so immediately.

**5. Matchday Photography**

- The Club will follow league and FA rules regarding photography at matches.
- Opposition teams may have players who cannot be photographed — we will respect all requests.
- Coaches will communicate any restrictions before kick-off.
- No photography is permitted in changing rooms or during injury treatment.

**6. Video Recording for Coaching**

Video may be used for coaching or player development purposes only when:

- Parents/carers have given consent.
- The footage is stored securely and deleted when no longer required.
- It is not shared publicly unless consent has been given.

**7. Social Media Use (Club Accounts)**

The Club's official social media channels will:

- Share positive, inclusive content that reflects club values.
- Never post personal information about children.

- Never post images without consent.
- Avoid identifying children by full name.
- Respond to comments respectfully and moderate inappropriate behaviour.
- Remove any content that breaches safeguarding or privacy rules.

Only authorised committee members may post on official club accounts.

**8. Social Media Use (Parents, Players & Volunteers)**

Parents, players and volunteers must:

- Use social media responsibly when discussing the club.
- Never post negative, abusive or critical comments about children, coaches, referees or other parents.
- Never share private club information publicly.
- Never post images of other children without consent.
- Report any concerning online behaviour to the Club Welfare Officer.

Players must not contact coaches directly via personal social media accounts.

**9. Reporting Concerns**

Any concerns about photography or social media use must be reported immediately to:

**Club Welfare Officer:** Stuart Moore **Club Secretary:** Laura Barton-Wright

Concerns may include:

- Images posted without consent
- Inappropriate or unsafe photos
- Misuse of images online
- Negative or abusive comments
- Contact between adults and children via social media

The Club will respond promptly and may involve Surrey FA if necessary.

**10. Breaches of This Policy**

If this policy is breached, the Club may:

- Ask for images to be removed
- Restrict photography at sessions or matches

- Issue warnings or sanctions
- Remove individuals from club activities
- Report serious concerns to Surrey FA or The FA

**11. Review**

This policy will be reviewed annually or sooner if FA guidance changes.