



Berkhamsted Gymnastics Club

Photography & Video Policy

Version number	Date published /reviewed	Revisions made
1.0	15/07/2019	
2.0	19/09/2019	Added paragraph: Coaches and staff should not post images or videos of club members taken on club premises, or at an event representing the club, on their personal social network sites unless permission has been given by the club member, their parent (if the club member is under-18) and by a club official.
3.0	09/05/2021	Branding added and document checked
4.0	03/06/2023	Update of link to British Gymnastics document
5.0	08/06/2024	Removal of Club Instagram account. Updated printed newsletter to electronic newsletter.

Berkhamsted Gymnastics Club will use photography and video to celebrate achievement, promote the club and as a valuable coaching aid.

Photos may be displayed within the club facility, used in an electronic club newsletter, promotional materials or added to the club website or Facebook page.

Parents / carers will be asked to sign a permission form to allow/not allow their child to be filmed or photographed.

Coaches and staff will not use personal devices to take pictures of club members, and personal phones are to be turned off except in the case where a phone is used as a club contact number or for emergencies.

Coaches and staff need to consider the content of the photograph and whether it could be misused before posting any image. Images remain available on the internet forever and have the potential to cause harm or embarrassment to individuals in the short or longer term.

Coaches and staff should not post images or videos of club members taken on club premises, or at an event representing the club, on their personal social network sites unless permission has been given by the club member, their parent (if the club member is under-18) and by a club official.

Gymnasts must not use their phones during a training session and need to recognise the risks attached to publishing their own images on the internet e.g. on social networking sites.

Parents / carers should not take photos or videos of training sessions including videoing the CCTV screen.

Photography or video is strictly forbidden in the toilets (or changing facilities).

At an external event, if any coaches, staff, volunteers, children, or parents / carers have any concerns regarding inappropriate or intrusive photography (in terms of the way, by whom, or where photography is being undertaken), these should be reported to the event organiser, another official or welfare officer.

Concerns reported to the club will be dealt with in the same way as any other child-protection issue and the lead welfare officer must be informed. Email welfare@berkhamstedgymnastics.co.uk or call 07947 396630.

Concerns about professional photographers should also be reported to their employers.

If there are concerns or suspicions about potentially criminal behaviour this should include referral to the police.

Further guidance (including events and use of official photographers):

<https://thecpsu.org.uk/help-advice/topics/photography>

<https://www.british-gymnastics.org/docman/footer-menu-items/governance-documents/11240-photography-policy-v1-0-march-2020/file>