



# Use of Photography and Video Images

Oxford University Tennis Club (OUTC) is committed to providing a safe environment for children/young people under the age of 18 to participate in Tennis and Rackets. Essential to this commitment, is to ensure that all necessary steps are taken to protect children/young people from the inappropriate use of photographic images.

OUTC have adopted the following good practice guidelines issued by the T&RA:

## Publishing Images

- Through the use of a Consent Form, we will ask for the permission of young players and their carers to take and use their image. If a player is named, we will avoid using their photograph
- If a photograph is used, we will avoid naming the player.
- We will **NEVER** publish personal details (email addresses, telephone numbers, addresses etc) of a child/young person
- We will only authorise the use of images of players in suitable dress (Tracksuit, on court clothing i.e. T-shirt/shorts/skirt, off court clothing)

## Use of Photographic Filming Equipment at T&RA Events

### OUTC will:

- Inform players and parents that a photographer will be in attendance at an event and ensure they consent to both the taking and publication of films or photographs
- Require parents, spectators and authorised photographers (e.g. press) to register at an event if they wish to use any photographic equipment including mobile phones with photographic technology.
- Issue an identification pass which must be worn and clearly visible at all times during the event
- Not allow unsupervised access to players or one to one photo sessions at events
- Not approve/allow photo sessions outside the events or at a player's home
- Act on the concerns of any players and parents regarding the inappropriate use of photographic equipment
- Inform children/young people and their parents/carers if video equipment is to be used as a coaching aid.
- Ensure that any photographic images taken and used will be stored safely