



SARUM ORIENTEERING CLUB (SARUM)

SARUM Club Photography Guidelines for the use of photos of Children / Junior Orienteers under the age of 18 at SARUM organised events.

SARUM is committed to providing a safe environment for children/young people under the age of eighteen to participate in orienteering activities and events. Essential to this commitment, is to ensure that all necessary steps are taken to protect Children/Junior Orienteers from the inappropriate use of images. However SARUM has no objections to parents, carers and other spectators to be able to take legitimate photographs or video footage of their Children/Junior Orienteers and more general images of the event.

The following guidelines have been adopted by SARUM to provide guidance on the measures taken by the club. The following statement will be added to pre-event publicity via fliers or the club website.

"Photography at this event will be subject to the SARUM Photography Guidelines and will be undertaken by an accredited and identifiable SARUM Accredited Photographer (SAP)".

In addition, the guidelines also include the following points.

1. The photographs taken by an accredited and identifiable SARUM Photographer maybe used for post event publicity for the internal and external media.
2. Internal media is the SARUM club website and possibly shared on visiting Clubs websites.
3. External media is the local regional media (eg - Salisbury Journal, Spire FM), national media or specialist media publications (BOF Focus magazine).
5. These can be found on the club's internet site: <http://sarumo.org.uk>

If any participants or spectator has a concern they can report these to the organiser, A SARUM Official or to any of the SARUM Registration Area volunteers. Any such concerns regarding inappropriate or intrusive photography will be investigated by the event organiser or an official and appropriate action taken. It will be recorded in the same manner as any other incident or child protection concern.

SARUM Accredited Photographers (SAP)

The club will approve named individuals who will be known as SARUM Accredited Photographers. The club may request any relevant information from the individual prior to granting approval.

SARUM Accredited Photographers will be permitted to take photographs of all those participating at the club's events. This may include all aspects of the event including at the assembly and out on the course. However the following apply to SARUM Accredited Photographers:

1. The name and contact details of SARUM Accredited Photographers will be available from registration at events they attend. This information will be provided on request to participants, spectators and any parents and carers of juniors at the event.

2. SARUM Accredited Photographers will be issued with identification passes which must be worn and clearly visible at all times during the event. In the case of juniors, the photographer will:

Only take photos of participants in suitable dress.

Focus on the activity rather than a particular child.

Ensure that images reflect positive aspects of children's involvement in orienteering, enjoyment/competition etc.

Screen all images after an event and totally delete any which do not comply with this guidance.

3. With respect to juniors, a person may in advance, submit a request to Registration at an event for the Accredited Photographers to avoid taking images of specified juniors and full compliance with any such request will be attempted. If any images of these juniors are taken, they will be deleted when identified.

4. A person may request the removal of images of specified individuals (of whatever age) from internet sites under our control (SARUM website) and the club will endeavour to fully comply.

5. No images of juniors will be used in a way which would allow their names to be identified without the written permission of the parents or carers.

6. Images from the events complying with this guidance may be used for publicity purposes on the SARUM Club internet site, on SARUM Club Facebook page, in the SARUM Club Newsletter and may be displayed on internet sites (e.g. DropBox, We-Transfer, Flickr).

Other Participants or Spectators

Unless otherwise authorised due to the nature of the event, photography at an event by anyone other than a SARUM Accredited Photographer should normally be restricted to the start, finish and assembly area

Parents or carers are welcome to take photographs or videos of their children at SARUM organised events but should limit the inclusion of other participants, especially juniors. Any public use of such images must not name any other juniors in the image without the written approval of their parents or carers.

Members of other clubs are welcome to take photographs or videos of other children who are members of their club on condition that their subsequent use will be subject to any guidelines adopted by their club. If the club does not have specific guidelines, then they should follow the national guidelines.

Anyone wishing to take photographs or videos more widely involving a range of participants without connection to themselves is required to seek approval from SARUM Club at least seven days in advance of the event. The completed form should be emailed to the SARUM Club.

Request to Avoid Child Photography

If you would prefer that the SARUM Accredited Photographers attempt to avoid photographing certain individuals, please complete the details in the Request to Avoid Child Photography form which will be passed to any SARUM Accredited Photographer attending the event. Please note that a separate request will be required for each SARUM event.

Date Reviewed: 12th. December 2017

To be Reviewed by 12th. December 2020