

White Rose Junior Chess Academy

Policy on photography and use of images

Purpose

White Rose Junior Chess Academy (WRJCA) recognises that photographs of children enjoying a chess event are a source of pleasure and pride to those children and their families; and it is not our intention to prevent parents from taking pictures of their children.

However, WRJCA must be mindful of its safeguarding responsibilities and take a proactive approach in minimising the risk of misuse of photography at its events.

Therefore this policy has been developed to facilitate the requirement of parents wishing to photograph their children while implementing prevention measures to deter anyone with undesirable intentions from taking and publishing inappropriate images.

Risk Assessment

In developing this policy, consideration was given to the management of the following risks associated with photography at public events:

1. **Contravention of the Data Protection Act 1998.**

The Data Protection Act 1998 does not prevent individuals from photographing their children at school or chess events. Photographs taken by parents/carers of their own children for **personal** use are not subject to the provisions of the Act.

However, if an image is uploaded to the internet (e.g. personal webspace, WRJCA website or sites such as Flickr or Facebook) then that use is no longer considered to be personal, and the images **may** become subject to the Act if the individual is identifiable. This means they must be accorded the same sort of protection as any other personal data.

Written permission is not required when making photographs of individuals in public settings (or events on private premises open to the public).

2. **Images may be used to harm children;** for example as a preliminary to “grooming” or by displaying them inappropriately on the internet.

This policy was informed by reference to “model” policies provided by a range of educational and sporting associations. The policy is largely in line with those used in Schools, and is slightly more relaxed than those in place in sports where images may be taken of children in sporting costume such as gymnastics or swimming.

Definitions

In this policy ‘photograph’ is used to refer to images in any format, moving or still, recorded on any equipment. e.g. camera, mobile phone, camcorder, other camera-enabled devices.

Policy for events organised by White Rose Junior Chess Academy

1. WRJCA will nominate an individual to take photos at its events for uploading to the WRJCA website and submission to the press.
2. WRJCA event entry forms will contain a statement to the effect that by entering for the event, there is acceptance that the child/participant may be photographed by WRJCA, and the image used by WRJCA for publicity on the WRJCA website and in the press. Where someone other than the child or their parent completes entry forms, the person completing the form is undertaking that they have authority to do so.
3. The WRJCA photographer will wear a badge so that they are clearly identifiable at events.
4. If a parent/carer does not wish their child to be photographed, it is their responsibility to advise the WRJCA photographer or event organiser.
5. Reasonable care will be taken to ensure that images of children who are under a court order are not recorded or published without permission; but it is the absolute responsibility of the supervising adult at the event to ensure that WRJCA are aware of children to whom this applies.
6. WRJCA will store the images securely and anonymously – i.e. children's names will not form part of the image filename.
7. WRJCA will not name the children in images published on its website.
8. Parents/carers may take photos of their own children for their personal use at WRJCA events but must be sensitive to, and respect the privacy of others. WRJCA has developed a "WRJCA code of Conduct for Courteous Photography" (Appendix 1); copies of which will be available at events.
9. Any parent who has concerns about the photographic activity of another person should inform an WRJCA official immediately.
10. If WRJCA has cause to believe the Code of Conduct may have been breached an official will request sight of the images taken, and supervise their deletion and request the photographer leave the venue if appropriate.
11. WRJCA have no intention of using video recording as an aid to teaching at this time. If this changes, this policy will be reviewed & explicit permission sought.
12. WRJCA will always remove images from its website on request.
Email: admin@whiterosejuniorchessacademy.org.uk.

Policy for the UK Chess Challenge Megafinal

1. The policy is as for WRJCA events above, except that Megafinal entry forms are despatched direct from the UK Chess Challenge organisers and so do not carry the statement to the effect that by entering the event there is acceptance that the child/participant may be photographed by WRJCA, and the image used by WRJCA for publicity on the WRJCA website and in the press.

Instead, WRJCA will place posters warning participants that photos will be taken at prominent positions around the venue.

Policy for commercial photography at SJC Events

1. From time to time the situation may arise where parties other than parents/carers and WRJCA may wish to take photographs at WRJCA events. For example, a particular child may be participating in a documentary and the makers wish to film the child at an WRJCA event; a sponsor or supporter of WRJCA may visit an event and wish to use images as part of their own publicity.
2. WRJCA will clearly announce such activity at the start of the event.
3. The person doing the photography or filming will be clearly identified.



Appendix 1 – WRJCA Code of Conduct for Courteous Photography

WRJCA recognises that photographs of children enjoying a chess event are a source of pleasure and pride to those children and their families; and it is not our intention to prevent parents from taking pictures of their children. However, WRJCA must be mindful of its safeguarding responsibilities and take a proactive approach in minimising the risk of misuse of photography at its events.

By following this simple code of conduct we can proceed safely and within the law.

Please note, “photograph” is used to refer to images in any format, moving or still, recorded on any equipment. e.g. camera, mobile phone, camcorder, other camera-enabled devices.

- ✓ Parents/carers may take photographs at our events of their own children only and for their own personal use only. If images are posted to the internet (e.g. Facebook, Flickr) it is no longer considered ‘personal use’ and may become subject to Data Protection legislation.
- ✓ Parents/carers must take care to ensure that other children are not included in their images without permission. Any images which include other children must not be sold and must not be published on the internet or sent to the press. To do so would likely break Data Protection legislation.
- ✓ If you wish to take a photo which includes a child who is not in your care, then consent should be obtained first from the child’s supervising adult.
- ✓ WRJCA will be taking photos for their website and other publicity purposes. If you do not want your child to be photographed it is your responsibility to bring this to the WRJCA photographer’s attention.
- ✓ Flash photography must not be used whilst games are in progress.
- ✓ Please follow direction from WRJCA officials as to when photography may and may not take place.
- ✓ Please be considerate towards others who may also wish to take photographs – for example, at prizegiving.
- ✓ If you are asked to stop taking photographs of an individual or a member of their family we ask that you respect those wishes.
- ✓ If you are concerned about any photography taking place at an event, you are encouraged to contact a WRJCA official immediately and discuss it with them.

