

Policy Document

Policy Title:	Image Consent Policy
Policy Type:	Administration
Policy Number:	A006
Author:	Fiona Young
Author Title:	Executive Director
Date Written:	March 2011
Approved:	April 19, 2011

Updates to Policy

Update No.	Approval Date	Nature of Amendment	Update Author
001	14/02/2017	Update to incorporate Child Safe Standards	Peta Murphy, Fiona Young

Image Consent Policy

Scope

- The Image Consent Policy and associated procedures applies to the Squash & Racquetball Victoria (S&RV) Board, employees, members and affiliates.
- The policy covers the taking of photos or video (images) of any person participating as a player, official or volunteer in an activity administered or sanctioned by S&RV and S&RV members/affiliates.
- Indoor venues such as sport centres may already have particular photography/video restrictions or guidelines in place which the user of the centre is required to follow. This policy applies in addition to any venue restrictions or requirements.
- S&RV reserves the right to change the scope of these guidelines at any time.

Purpose

- S&RV is committed to providing the highest level of membership service. This includes protecting members' privacy, promoting positive behaviours and attitudes, protecting the health safety and wellbeing of members, particularly children and delivering Squash & Racquetball Victoria's activities while acting in the best interests of children in the sport.
- S&RV considers obtaining consent to the taking of images of participants in S&RV and member/affiliate sanctioned activities as necessary to protect privacy, and in particular, to promote the safety and well-being of children.
- Should a person wish to make any enquiries in relation to this Policy, please contact the CEO at the Squash & Racquetball Victoria office on 9682 2199.

Policy Statement

- Images should only be taken at S&RV and S&RV member/affiliate sanctioned activities for three purposes:
 - a. Player / referee / coach training and development
 - b. S&RV/ Association/ Venue / Club promotion and publicity (including the sale of images to participants in the activity)
 - c. Participant and family personal use.

- No images should be taken for the purposes described above without the consent of the subject(s).
- In particular, where a photographer / videographer has been contracted to obtain images during an activity which are to be offered for sale, prior consent must have been obtained. Any non-consent must be clearly articulated to the engaged contractor so that images of non-consenting individuals are not obtained nor made available for purchase.
- Where the event involves children (persons under the age of 18 years), consent must be obtained from a parent or guardian prior to any images being taken. Consent must be given to the taking of the image and the proposed use of the image.
- Only appropriate images of child athletes, relevant to the sport and suitably clothed, must be used. Any images of adults must be consistent with S&RV's commitment to promoting squash and racquetball as fun, healthy and progressive/accessible sports, and compliant with all S&RV policies.

Recommended Procedure

- The simplest way to ensure no images are taken without the consent of the subject is to include participant consent/non-consent as a condition of entry to or involvement in the activity.
- This can be effected by adopting the following procedure:

Insert the appropriate paragraphs (see sample below) into a competition entry form. Note that while consent may be sought from a team, there should be an opportunity for an individual member of a team to express their position if it is in conflict with the team.

If a team has not provided consent, no images will be permitted for any of their matches. If an individual has not provided consent, no images will be permitted of that individual. (Please note - this cannot be enforced at a venue on public open space).

The Tournament Director or a nominated individual should manage the registrations and be provided with a list of any teams/individuals refusing consent. The supervisor should then monitor any image requests, complaints and filming involving these teams/individuals accordingly.

All individuals seeking to take images at Association / Club / Venue events for purposes other than participant and family personal use, should be required to register for permission at the venue. Permission will be granted for the date(s) specified only. This can be for a season / competition. Please note - this cannot be enforced at venues on public open space.

Participants should be advised that any images taken for personal and family purposes must not be publicly displayed if they capture unrelated children without the consent of their parent/guardian.

Individuals granted permission should be clearly identifiable to Association / Club officials and members (i.e. sticker, badge etc). Any team/individual who has not provided consent to film/video needs to be identified to the photographer at each occasion of filming.

If the Association/Club appoints an official photographer or permits a person to obtain images for the purposes of publicity of the event/club/association, clearly outline to professional photographers that all images taken will remain the property of the sporting organisation, and cannot be used or sold for any purpose other than that specified in the appointment agreement.

SAMPLE – CONSENT TO TAKING AND USE OF IMAGES AS A CONDITION OF ENTRY

The **<Association/Club name>** may wish to record images of participants during this competition for promotional and training/development purposes. These images may be used in mediums including publications and promotional material, broadcast, print and electronic media.

The **<Association/Club Name>** agrees not to use any image in a manner that may be deemed adverse or defamatory to the person(s) involved and it will not use the image for any commercial gain. The image will remain the property of the **<Association/Club Name>** and any personal details regarding this image will be kept confidential and will not be used for any purpose other than related to this image.

During this competition parents and family of players may wish to record images of their family members participating for personal use only. Where possible such requests will be authorised and subject to certain conditions.

Please complete the form below to indicate whether you grant consent for your image to be taken and used as specified above.

Consent **IS/IS NOT** granted to **<Association/Club/Venue Name>** and any authorised parents / family members of **<Association/Club/Venue Name>** participants to use images of the named individual for the purposes as described above.

Signed: _____ Date: _____
(Player or parent/guardian if under 18 years)