**Birmingham Handball Club**

**Use of photography and video policy**

BHC is committed to providing a safe environment for children to participate in. Essential to this commitment is to ensure that all necessary steps are taken to prevent inappropriate images being taken or innocent images being adapted for inappropriate use. Please note the term ‘images’ refers to photographs and videos captured by any device. The key principles are:

* The interests and welfare of children taking part in Handball are paramount;
* Parents/guardians and children have a right to decide if their images are to be taken, and how those images may be used;
* Parents/guardians and children should consent for images to be taken and used;
* Images should convey the best principles and aspects of Handball, such as fairness and fun;
* Care should be taken to ensure that images are appropriate and not open to obvious misinterpretation or misuse;
* Excessive personal information accompanying images could place a child at risk.
* Images should never be taken in changing rooms;
* Images should only be taken by authorised persons, as agreed in the protocol for a particular event;
* Unsupervised access to children or one to one photo sessions should not be approved.
* All images of children should be securely stored;
* In the case of images used on websites, particular care must be taken to ensure that no identifying details facilitate contact with a child by a potential abuser.

These guidelines focus on the following key areas:

* The use of photographic and recording equipment at Handball events;
* The publishing of images of young people and vulnerable adults;
* The use of video equipment as a coaching aid.

**Taking images at Handball Events**

Anyone involved in any Birmingham Handball Club activity should inform children and parents that a photographer will be in attendance at an session/event and ensure they consent to both the taking and publication of films or photographs which feature and clearly identify individuals (e.g. close ups, small group and team photos). Any concerns should be reported to England Handball.

Birmingham Handball Club will use a registration scheme for professional, amateur, student or video operators wishing to take images of children at a session or event. The following suggested wording is for displaying on signs at sessions/events:

*“In line with the recommendations in the England Handball Safeguarding Policy, England Handball requests that anyone wishing to engage in any video, zoom or close range photography should register their details before carrying out any such photography.*

*If parents have any particular concerns about their child being photographed or filmed they should notify the England Handball session/event organiser.*

*Birmingham Handball Club reserves the right to decline entry to any person unable to meet or abide by the conditions. If you are concerned about any photography taking place at this event, please contact Birmingham Handball Club.”*

**Publishing Images guidance. We will:**

* Ensure that when obtaining permission from the child and their parents/guardians to record images, they are aware of how the images may be used;
* **NEVER** publish personal details (email address, telephone number, address etc) of a childwith their photograph;
* Only use images of players in suitable Handball clothing;
* Try to focus on the activity rather than a particular child and where possible use images that represent all those involved in Handball. This might include:
* Boys and girls
* Ethnic minority communities
* People with disabilities
* Ensure that images reflect positive aspects of children’s involvement in Handball (enjoyment/competition etc);
* If the young people/their parents request an image is removed from a website or not used in any future publications, this request will be respected.

**Videoing as a Coaching Aid**

Video can be a legitimate coaching aid. If it is to be used, we will make sure that children and their parents/guardians have given written consent, and understand the purpose of the video. Permission will be requested from the opposition prior to filming. Make sure that the footage is then stored safely. This could be integrated into the consent section on the registration form.

**Use of Photographic and Recorded Images When Teams are Abroad**

When age group teams play in other countries, there may not be restrictions on photography/filming. Many countries allow widespread use of cameras / video equipment in Handball halls. Parents should be made aware of this possibility and decide whether they are content for their child to play in these circumstances.