



Policy Statement

It is the belief of Scottish Rowing that the recording of images of children involved in activities related to rowing is an essential development tool of the sport. The purpose of this policy is to set out Scottish Rowing's responsibilities and the responsibilities of those involved with Scottish Rowing, in observing the standard of conduct which must be upheld whilst engaged in the recording of images of children.

Policy Aim

This policy aims to promote the safe recording and storing of images of children which requires to be followed.

Benefits of Recording Images

Scottish Rowing believes that the recording of rowing activities has many benefits for children. In particular:

- Video is an invaluable coaching aid if used in a positive way and can be used as such for technical analysis
- Video can be used to promote positive programmes and stories within the sport
- Promoting positive images of children rowing
- Recording significant events for the sport, clubs and for the individual
- Produce a record and sense of history for the sport and clubs
- Providing family mementoes

Concerns about Recording Images

The key concerns regarding the use of images of children are:

- People taking inappropriate photographs or recorded images of children
- The possible identification of children when a photograph is accompanied by inappropriate information – in particular this can be used to give credence to a stranger pretending that they know a child with a view to abduction or grooming or may allow an estranged parent to track down children in contravention to a court order
- The inappropriate use, adaptation or copying of images for use on websites showing child abuse images



Recording Images Guidelines

- Ensure Parents/Guardians/children have given their consent for the taking and publication of photographic images and have signed and returned the Scottish Rowing Photo Consent Form.
- Ensure all children are appropriately dressed for the activity taking place
- Any photographs or recording should focus on the activity rather than a particular child
- Personal details which may make a child vulnerable such as their address should never be revealed
- If a Junior Rower is named avoid using their photograph – if a photograph is used avoid naming the Rower
- If you use a team/squad photograph, use only the first names of the rowers, and do not give the name of the child in the order in which they appear on the photograph

Guidelines to be followed by the Media or others when capturing images at events

- Anybody who wants to take photographs or otherwise record images must have a valid reason for doing so i.e. has a child taking part or is a club official photographer or media
- The photographer/camera person should make themselves known to the organiser or person in charge prior to taking any images to ensure that all children can be photographed
- Clubs or organisers must never allow photographers to have unsupervised access to junior rowers or to have one-to-one photo sessions at events.
- The use of image capture devices is strictly forbidden in changing rooms and toilet facilities.

How to deal with someone who is recording images & has not sought permission

There will be occasions from time to time when someone you do not recognise will be taking photographs or recording images at a rowing event. If the situation arises you should have the confidence and courage to challenge the individuals. You should:

- Approach the individual & check who they are
- If an individual is observed taking photographic images in a way that raises concerns or is 'suspicious' and does not desist when challenged, the Police should be informed
- Any concerns about inappropriate or intrusive photography should be reported to the Scottish Rowing Child Wellbeing and Protection Officer



Breach of the Policy

In the event of a breach of the policy the following action requires to be taken:

- The instant the breach comes to attention of Scottish Rowing the image must be removed;
- As soon as possible the breach should be notified to the parent or guardian of the child
- An investigation should be instigated within an agreed time span as to how the breach occurred and where possible action taken to avoid recurrence
- The investigation should include the implication on the child affected
- Outcome of the investigation should be shared with the parent or guardian
- In the event of a claim being intimated this should follow the standard claim procedure



Parental Consent Form for Use of Images of Children

Event Name _____

Date of Event _____

I (insert name) the parent(s)/guardian(s) of:

(child's full name).....

I consent / I do not consent (delete as appropriate) for my child to be photographed/filmed at the above named event. I understand that the images may be used for the following Scottish Rowing purposes:

- Social Media, including Facebook and Twitter
- Scottish Rowing Website Articles,
- Marketing & leaflets
- Training, educational or publicity purposes.

All photography and video will be taken in accordance with the Scottish Rowing Child Protection Policy.

Signed.....Date.....