



LINKS GYMNASTICS

MEDIA POLICY

This policy has been created in line with British Gymnastics Policies and safeguarding for children and young people.

Date created:	20 th September 2018
Created by:	Olivia Collingwood
Approved by:	Anna Linklater
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Notes (any changes made to previous document):	



Links Gymnastics (Berkshire) Ltd
68 Straight Road, Old Windsor, Berkshire, SL4 2RX
Registered in England No: 11093908



Links Gymnastics (Berkshire) Ltd

Media Policy

Photography

Links Gymnastics (Berkshire) Ltd operates a 'Photography Policy' at all of its sites, and would respectfully ask that customers adhere to this at all times.

This policy is in place for the protection of all users and helps Links Gymnastics to deliver it's Child Protection Policy.

Please be aware that:

'Photography, videoing or similar filming will not be allowed unless this has been sanctioned by the Lead Coach'

If you have any queries, please contact Team Links by emailing team@linksgymnastics.com.

Purpose

The purpose of this policy is to give clear direction to staff working for Links Gymnastics and anyone wishing to use Photographic and Filming Equipment during the classes at any of the Links Gymnastics sites.

Introduction

Links Gymnastics has developed this Photographic policy for the following reasons:

- To ensure anyone using photographic/film/video equipment at any Links Gymnastics site, or in association with a sporting activity or participatory programme must have given proof of their identification for details to be recorded, and for the approval of the Lead Coach to be obtained before permission is given for them to attend the event.

Photographers

Professional/amateur/student photographers who wish to record or film any event or competition, should seek authorisation with Links Gymnastics by producing their professional identification, or any club registration card



confirming their identification. They must outline their reason for attending and event or competition. Professionals should register prior to any event and identification details should be checked with the Club Manager. On registering, the Club Manager should consider issuing an identification label on the day, which can serve to highlight those who have accreditation, but must ensure that where regular events occur, the identifying label is changed to prevent replication. If the relevant information is not received by the event date it will be the decision of the Club Manager to refuse the use of any photographic equipment.

Spectators

All spectators wishing to use photographic/film/video equipment with telescopic or zoom lens should register their intent with Links Gymnastics before an event/competition. They must provide their name and address and reason for using photography equipment. It is the decision of the Club Manager to refuse or allow photographic equipment.

Arrangements

For public information specific details concerning photographic/video and filming equipment should, where possible, be published prominently in contracts/programmes and must be announced over the public address system prior to the start of any event.

In line with the recommendation in Links Gymnastics Child Protection Policy, the promoters of this event request that any person wishing to engage in any video, zoom or close-range photography should register their details with staff at reception or the spectator entry desk before carrying out such photography. Links Gymnastics reserves the right to decline entry to any person unable to meet or abide by Links Gymnastics conditions.

If you have any concerns about any photography taking place at an event, contact the Club Manager and discuss it with them. If appropriate the person about whom there are concerns should be asked to leave the facility immediately.



Coaches

There is no intention to prevent club coaches and teachers using video equipment as a legitimate coaching aid. However, performers and their parents/carers should be aware that this is part of the coaching programme, and care should be taken storing such films.

Links to other policies and procedures

- Child Protection Policy
- Behavioural Policy

Support arrangement

Advice is available from the Club Manager who will identify the necessary paperwork involved. This being identified within the Accreditation procedure.

Monitoring

This policy will be reviewed annually by the Operations Manager and the club director.

Confidentiality

Information relating to any individuals using photographic equipment within a Links Gymnastics site should be made available to staff who require accreditation details, but otherwise should be treated as confidential information. Any photos taken should not be for public display unless the correct procedure has been followed and approved by the Club Manager.