

Showjumping Ireland

Photography & Use of Images Policy



The purpose of this Policy is to ensure best safeguarding Practice and Procedures exist to protect vulnerable members as well as facilitate and enhance the operations of **Showjumping Ireland**.

The procedures following are produced to ensure all **Showjumping Ireland** staff, relevant volunteers and stakeholders have a clear understanding of the policy and how it applies to their role.

What are the risks?

Children may be identified, contacted or groomed

Including the child's personal information (full name, address) alongside their image can make them identifiable and therefore vulnerable to individuals looking to locate, contact or ['groom' children for abuse](#).

Even if personal details are kept confidential, other details identifying the sports organisation, or their favourite sportsperson, can also be used to groom the child.

There's increased risk of identification of, and contact with, a child:

- by someone in circumstances where there are legal restrictions – such as if the child is in local authority care or placed with an adoptive family
- where it's potentially dangerous to reveal the child's whereabouts to an estranged parent due to previous concerns about domestic violence

Someone might make inappropriate or illegal images of children

Photo/video content may itself be inappropriate, or images may be used inappropriately or out of context:

- some individuals deliberately target sports activities and set out to take inappropriate photos in ways that are potentially illegal and harmful.
- images that appear ambiguous can be used inappropriately and out of context by others
- images can easily be copied and edited, perhaps to create child-abuse images
- images shared privately online can be re-shared, possibly entering the public domain on websites or social media

Minimising the risks

Showjumping Ireland have set-out below a set of procedures as recommended by Statutory Bodies to help minimise risks to children, young persons or vulnerable adults.

Showjumping Ireland procedures are not about preventing parents and guardians from taking photographs /videos but rather to ensure that only those who have a right to take photographs do so. These procedures should still permit and facilitate the recording of relevant and suitable materials.

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Showjumping Ireland recognise that our coaches may wish to avail of the latest technology at training sessions and viewing performance but in a safe and non threatening manner and only with permission of Parents/ Guardians.

To avoid any concerns **Showjumping Ireland** will where possible use illustrations when promoting an activity and avoid the use of the first name and surname of individuals in a photograph. This reduces the risk of inappropriate, unsolicited attention from people within and outside the sport. This is not to avoid parents/guardians taking photographs of their children but to ensure that best practice is put in place wherever and whenever photographs and recorded images are taken and stored.

USE OF PHOTOGRAPHY/VIDEO:

- Written parental permission to use the athletes' image & consult with parents about its usage.
- Only use images of young people in suitable dress to reduce the risk of inappropriate use.
- If you are concerned about the use of images inappropriately in **Showjumping Ireland** , follow the child protection procedures outlined in *Allegations or Suspicions of Abuse in Code of Ethics: Complaints, Disciplinary, Appeals & Reporting Procedures*
- Amateur photographers/film/video operators wishing to record an event or practice session where parental approval has been obtained should seek accreditation with the event organiser,
- **Showjumping Ireland** request that the following information is displayed prior to the start of an event to inform spectators of the policy:

“Showjumping Ireland request that at this event request that any person wishing to engage in any video, zoom or close range photography should register their details with the event organisers before carrying out any photography.

Showjumping Ireland event organisers reserve the right to decline entry to any person unable to meet or abide by the organisers conditions”.

- When commissioning professional photographers or inviting the press to a **Showjumping Ireland** Event, we will ensure they are clear about our expectations of them in relation to child protection. Professional photographers/film/video operators wishing to record an event or practice session should seek accreditation with the **Showjumping Ireland** and the Event Organiser by producing their professional identification for the details to be recorded.

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- inform parents and children that a photographer/videographer will be in attendance
- ensure parents and children consent to both the taking and publication of films or photos –
- check the photographer’s identity, the validity of their role, and the purpose and use of the images to be taken
- issue the photographer with identification, which must be worn at all times
- provide the photographer with a clear brief about what is considered appropriate in terms of image content and their behaviour
- clarify areas where all photography is prohibited (toilets, changing areas, first aid areas, and so on);
- inform the photographer about how to identify – and avoid taking images of – children **without the required parental consent** for photography/video
- won’t allow unsupervised access to children or one-to-one photo sessions at events
- won’t allow photo sessions away from the event – for instance, at a young person's home
- clarify issues about ownership of and access to all images, and for how long they’ll be retained and/or used

General images of events

At many events, organisers will wish to take wide-angle, more general images of the event, the site, opening and closing ceremonies, presentations and so on.

It’s usually not reasonable, practical or proportionate to secure consent for every participating child in order to take such images, or to preclude such photography on the basis of the concerns of a small number of parents.

In these circumstances, organisers should make clear to all participants and parents that these kinds of images will be taken, and for what purposes.

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Use of CCTV in Facilities

If a facility intends to use a live video stream of activities for parents to spectate, which is displayed in public areas, facilities should make sure that:

- all customers are aware
- images are not recorded
- footage is shown without sound (reduces potential identification of individuals)
- any cameras provide wide-angle, general views of the arena / facility
- there are arrangements in place to respond to any concerns about anyone watching the stream whose behaviour gives cause for concern

Secure storage of images

Images or video recordings of children must be kept securely:

- hard copies of images will be kept in a locked drawer
- electronic images will be in a protected folder with restricted access
- images will not be stored on unencrypted portable equipment such as laptops, memory sticks or mobile phones
- **Showjumping Ireland** personnel will void using any personal equipment to take photos and recordings of children –will use only cameras or devices belonging to the Association

Showjumping Ireland Photography/Video Permission

To be completed by Parents/Guardians

(All information supplied on this form will be treated confidentially)



Athlete Details			
Full Name			
SJI Membership No			
Date of Birth			
Parental/Guardian Details			
Full Name			
SJI Membership No			
Current Address			
Phone			
Email address			
Parental /Guardian Consent			
PHOTOGRAPHY: I agree that photographs or recorded images may be taken during or at sport related activities, which may include my Child and may subsequently be used in the promotion of our Games		<input type="radio"/> Yes	<input type="radio"/> No
COMMUNICATION: I wish for SJI to use group text messaging relating to the participation of my son/daughter in relation to SJI activities. I wish for such texts messages to be sent to			
Self Only <input type="radio"/> Yes	_____ My Mobile No:	My child & myself: <input type="radio"/> Yes	_____ Child's Mobile No
Signed:		DATE	
		____/____/____	