

PHOTOGRAPHY AND FILMING POLICY STATEMENT

This statement should be read in conjunction with ETC's Photography & Filming Policy.

Estcots Tennis Club (ETC) recognises that there may be the following groups that might wish to take a photograph or film on the club premises:

1. Committee members acting on behalf of the club
2. Members or visitors for their own personal use
3. Coaches
4. Professional Photographers such as newspapers, or for council publicity

In order to ensure that the ETC Safeguarding, and Photography and Filming Policies are observed, the following rules will apply to each group:

1. Committee members (on behalf of the club):

- a. **No committee member will take an individual photo of, or film any child.**
- b. There may be occasional events, for example, club tournaments, open days etc., where groups shots or presentation to adults of trophies will take place. In each situation, consent for the photo will be obtained from the adults concerned (prize giving), or in writing on arrival to an open day, etc., for general shots of the site. In the latter situation members/visitors will be given an opportunity to remove themselves or children from a general group shot.

2. Members or Visitors for their own personal use:

- a. **No member or visitor should take a photo of, or film any child or adult, not in their immediate family, whilst on the club premises.**
- b. A member may take a photo or film their own child, making sure there are no other members in shot.

3. Club accredited coaches:

- a. Must obtain the necessary written consents from the parents/guardians of any children they take a photo of or film as a legitimate aid to their coaching.
- b. Will be expected to obtain the necessary written consents from any adults they are coaching.
- c. Will make it clear to the above how the photos/videos will be stored and used.

4. Professional Photographers:

- a. Will be expected to obtain the necessary written consents from any adults, parents and guardians, including details of how the photos/videos will be stored and used.

If any of the above rules are not adhered to, ETC reserves the right to withdraw membership and raise a concern with the appropriate body, if considered necessary.

(The Committee - March 2026)