

TTW PHOTOGRAPHY AND USE OF CAMERAS/VIDEOS INCLUDING MOBILE PHONES

Document History

| Version | Summary of Changes | Document Status | Date |
|---------|---|-----------------|--------------------------------|
| 1.0 | | Live | 19 th November 2019 |
| 1.1 | Amended text and language used. | Live | 2 nd March 2021 |
| 1.2 | Reviewed document and added document history. Also added acceptance and adoption text at end of document. | Live | 1 st November 2021 |
| 1.3 | Edit acceptance and adoption text | Live | 21 st July 2022 |

Monitoring and Review

The policy will be annually monitored and a full policy review will take place every three years. A policy review may also be conducted in response to any of the following occurrences:

- Changes in legislation or guidance
- Changes in governance of the sport
- Changes in the nature or size of Table Tennis Wales
- A procedural review taking place following a significant case

Table Tennis Wales are committed to providing a safe and enjoyable environment for young people to play and compete in their chosen sport. Part of this is recognising that both Table Tennis Wales and the player's relatives and carers, will want to celebrate their success and promote table tennis, whilst at all times, protecting our young players and, therefore, asks that everyone abides by the following:

- Consent must be given by parents or carers for the taking and publication of, photographic images of young people.
- Young people should be appropriately dressed for table tennis.
- Photography should focus on the activity rather than the person and no individual should be immediately recognisable between name and photograph.
- Any concerns should be passed immediately to the event point of contact and then to the Table Tennis Wales' National Safeguarding Officer.

Photographic/Video/Mobile Phone Equipment

- Signs to be placed at prominent places throughout the venue, stating that no photographs or videos are to be published on any social media platform, without explicit permission of all those in the photo or videos.
- The tournament Organiser or Referee may challenge any person using cameras or videos during the course of a competition or event.
- Anyone continuing to use photographic equipment after being warned, may be asked to leave the event and the matter reported to the Table Tennis Wales' National Safeguarding Officer, as soon as possible, to allow any further action, if needed, to be taken promptly.

Child Protection Contact at Each Event

- It is the recommendation of Table Tennis Wales that event organising committees should appoint one member to act as the Safeguarding contact at their event.
- The name of the person appointed should be displayed at the Registration Desk during the event.
- The role of the contact is to report concerns about any incidents to Table Tennis Wales' National Safeguarding Officer, and/or, if the incident is considered to be serious, to the local Police or Children's Services.
- The contact will not be asked to make any judgements as to whether abuse was, or was not taking place, but to report the incident.
- A supply of incident reporting forms may be obtained from Table Tennis Wales free of charge.

It is hoped that the implementation of these guidelines will only cause a minimal amount of additional administration for tournament organisers and referees. For full information please see Table Tennis Wales' Safeguarding Policy and Procedures.

If anyone has any questions or queries, or would like further information, please contact Table Tennis Wales' National Safeguarding Officer:

The contact details for the National Safeguarding Officer are on the Table Tennis Wales website www.tabletennis.wales or you can email: safeguarding@tabletennis.wales

Important:

Please save a copy of this document onto your device, complete the information below and email a copy of the 'signed' document to safeguarding@tabletennis.wales

By 'ticking this box, I confirm that I have read, understand and fully adopt the TTW Photography/Video policy.

Name:

Signed on behalf of: