# PHOTOGRAPHY POLICY

South Durham Gymnastics Club
Spennymoor Leisure Centre
High Street
Spennymoor
Co.Durham
DL16 6DB

Tel: 01388 811877
Email: gym@southdurhamgym.co.uk

| REVIEW PERIOD | REVIEW DATE | SIGNED |
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| Issue Date | April 2023 | Management |
| Review Date | April 2025 | Management |
| Review Date | September 2026 | Management |
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The photography of gymnastics activity should always be done in a way which safeguards gymnasts, respects rights to privacy, complies with the relevant Data Protection legislation, and serves to present the sport positively.

This policy outlines South Durham Gymnastics (SDG) South Durham Gymnastics Club's (SDGC) approach to photography of gymnastics within the Club.

- Before taking any photographs or video footage, consideration is made to ensure the safeguarding of all gymnasts as well as compliance with applicable Data Protection law;
- Every member of SDG & SDGC is provided with the option to provide/not provide consent for photos/videos to be taken and published by the Club. This data is held against each member's individual account with the Club; and every member has the right to change their mind at any point;
- Before taking any photos/videos on behalf of the Club, SDG & SDGC ensures that those individuals who will feature in the images are fully informed in advance – and relevant consents gained;
- Unless an individual is a person of public interest (e.g., an elite gymnast) no personal information of children, other than the name of the subject and the name of the Club, is published with the images;
- The editing of images and video is commonplace, and whilst some editing is acceptable (e.g., to improve the brightness of an image), images are not edited in such a way as to cause embarrassment or distress to the subject or others;
- Significant care is taken to ensure that images are not published where there is a legal or safeguarding reason not to;
- Images taken by the Club are stored on appropriate devices or systems and are frequently reviewed and deleted in accordance with the Club's **Privacy & Data Protection Policy**;
- To minimise the risk of photographs being used inappropriately, the SDG & SDGC staff responsible for creating/upkeeping the Club website and social media feeds regularly monitor the content to ensure that both the content and captions are appropriate;
- Live streaming of images or video is not permitted at SDG & SDGC.

The taking of photos/videos from the Club's viewing gallery throughout sessions is strictly prohibited. Further details in relation to this can be found in the Club's **Viewing Policy**.

**Suggested Review Date:** After significant changes, or biennially

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| **Reviewed By:** | Rebecca Armstrong |
| **Date:** | 01/05/2025 |
| **Comments:** | No updates/amends to the policy |
| **Next Suggested Review Date:** | May 2027 |

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| **Reviewed By:** | Rebecca Armstrong |
| **Date:** | 29/09/2026 |
| **Comments:** | Since SDG & SGDC have gone independent, the policies have been combined and references to IGA have been removed. |
| **Next Suggested Review Date:** | September 2028 |

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