

# SALTO Gymnastics Charitable Foundation



## Photography Policy

SALTO Gymnastics Club adopts and follows the British Gymnastics (BG) Photography Policy – March 2020, along with the club-specific procedures outlined below. Our commitment is to ensure that all imagery of gymnasts is collected, stored, and used safely, respectfully, and in line with safeguarding best practice.

British Gymnastics recognises that responsible photography is an important part of celebrating achievements within the sport. It is not the intention of BG or SALTO to prevent parents from photographing their own children, or gymnasts from capturing memories with friends. However, photography must be carefully managed to prevent misuse, inappropriate publication, or risks to children.

### 1. General Principles

SALTO and BG are committed to ensuring that:

- All children and young people are represented appropriately, respectfully, and safely in imagery.
- No imagery is used in a way that could harm, exploit, embarrass or distress a child.
- All photography within the club follows strict safeguarding controls.
- Parents and gymnasts understand exactly how images may be used.

### 2. Permission & Consent

- Parents/guardians must be fully informed in advance of how and where images may be used.
- SALTO will obtain written consent when a gymnast joins the club – it is the responsibility of the parents/guardians to ensure that this is updated when necessary
- Families will always have the right to object to the use of imagery or withdraw consent.
- If consent is withdrawn, SALTO will remove images as soon as reasonably possible and confirm this in writing.

#### Children under court order

No images will be taken, stored, or published of any gymnast who is subject to:

- A child protection plan
- A court order
- Any safeguarding restriction concerning photography

**It is the responsibility of the parent/guardian to inform SALTO immediately if such a restriction applies.**

### 3. Club Photography Rules

3.1 Staff Photography - All photographs and videos taken by staff/volunteers must be taken only on SALTO-owned devices.

Personal mobile phones or personal cameras must never be used.

All club devices are password-protected and imagery is stored securely.

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**3.2 Use of Personal Devices by Staff or Social Media Leads (Competitions/Events Only)**

On rare occasions, during external competitions or events, authorised senior members of staff responsible for managing SALTO's official social media platforms may use their own device to capture photographs or short video clips for the purpose of club media, publicity, or celebration of gymnast achievements.

To ensure the safety and privacy of all gymnasts, this is only permitted under the following strict conditions:

Only designated staff may use personal devices, such as:

- Director of Operations
- Head of Departments
- Social Media Team
- Senior Manager appointed for the event

These individuals must have up-to-date safeguarding training.

Personal devices may only be used when:

- SALTO club devices are not practical to carry or use during the competition;
- British Gymnastics event rules permit photography;
- The event organiser has granted permission for clubs to take photographs.

Images must be transferred to SALTO's secure systems as soon as reasonably possible after the event and must be deleted from the personal device immediately after transfer.

Personal devices must never be used for storage. No images should remain on the device beyond the transfer period.

Staff must ensure:

- Only SALTO gymnasts are photographed
- No other children from other clubs appear in any imagery without appropriate authorisation
- No imagery captures children in vulnerable or inappropriate situations
- No identifying information or location details are shared
- Parents are aware of the photography arrangements for the day

Images taken on personal devices must not be uploaded directly to personal social media accounts or shared privately.

- All imagery taken must still comply with:
- SALTO's Photography & Imagery Policy
- British Gymnastics Safeguarding & Photography Policies
- Data protection and consent requirements

Any concerns or accidental breaches must be reported immediately to the Welfare Officer and handled via safeguarding procedures.

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#### 3.3 Parent & Member Submissions

Parents may share images with the club via the designated email or on SPOND

[reception@saltogym.org](mailto:reception@saltogym.org) - These will only be used with appropriate consent and in line with this policy.

#### 4. Use of Images Online or in Publications

Only the first name and club (SALTO) may appear alongside images.

No personal details such as address, school, contact details, schedules, or identifying information will ever be published.

Images must not be edited, merged or altered in any way that could:

Misrepresent the gymnast

Embarrass or distress the gymnast

Sexualise or inappropriately portray a child

Any inappropriate or concerning imagery must be reported immediately to British Gymnastics and safeguarding authorities, as required.

#### 5. Live Streaming & Video Recording

British Gymnastics advises that live-streaming of children should be carefully controlled and risk-assessed until national safeguarding guidance is updated.

Live streaming must not take place unless it has been explicitly permitted by British Gymnastics, the event organiser, or the venue hosting the competition.

##### 5.1 Competition Livestreaming

Some competitions now provide official livestreams via websites, social media platforms, YouTube, or sports-streaming services. These streams may also include:

- The gymnast's full name
- Their club name
- Their performance footage
- Their scores / ranking information

Because this information is visible publicly, parents/guardians must be:

- Informed in advance of any competition that will be livestreamed
- Provided with details on where the stream will be hosted (platform or website)
- Given the opportunity to raise concerns or request alternative arrangements (where feasible within competition rules)
- Gymnasts attending livestreamed events will be considered as having entered a public performance environment, and therefore imagery may not be fully controlled by SALTO or event organisers.

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#### 5.2 Remote Judging / Virtual Scoring Panels

Certain competitions now use remote judging, where routines are broadcast live or recorded and streamed to judging panels. Parents must be made aware that:

- Their child's performance will be filmed and transmitted to judges
- In some formats, these uploads or streams may be visible to spectators, officials, or event platforms
- Names, club details, and scores may be displayed on-screen

SALTO has no control over the storage or publication of footage managed by external competition providers, but we will ensure families are informed of the process before entry.

#### 5.3 SALTO Responsibilities for Livestreaming

SALTO will:

- Notify parents/guardians before signing up for any event that involves livestreaming or remote judging
- Provide a clear outline of what will be visible (name, club, performance video, etc.)
- Ensure consent is confirmed via competition entry
- Advise families if livestreaming cannot be opted out of (as is the case with many BG-sanctioned events)
- Support any parent/guardian who has concerns by liaising with event organisers where possible

#### 5.4 Safeguarding Considerations

- Livestreaming introduces additional risks, including:
- Public visibility of children
- Possibility of footage being shared, downloaded, or misused
- Personal information (name/club) being displayed publicly

For this reason:

- Families will be made aware that SALTO cannot control third-party platforms, competition organisers, or national-level media providers
- Any safeguarding concerns relating to livestream content will be reported through SALTO's welfare channels and BG Integrity processes immediately

#### 6. Secure Storage of Images

Imagery must not be stored on:

- Personal phones
- Unencrypted laptops
- Personal memory sticks
- Personal social media accounts

Only SALTO-approved, secure storage systems may be used.

Images will be kept only for the length of time necessary and then deleted safely.

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#### 7. Website, Social Media & Publicity

When publishing images online or in promotional materials, SALTO will ensure:

- No location details are included if they could identify where a child regularly trains.
- No imagery suggests inappropriate physical positions, spotlighting or exposure.
- Children are appropriately clothed (e.g., tracksuits for award photos if possible).
- Content is monitored regularly to ensure no inappropriate comments or misuse occurs.

#### 8. Event Photography (Competitions, Displays, Shows)

- Photography at events will be clearly communicated to parents in advance.
- At some competitions, photography is permitted under BG frameworks; SALTO will always follow event-specific rules.
- When SALTO hosts events, photography may be restricted, supervised, or require wristbands/registration.

#### 9. Gymnast & Parent Responsibilities

Gymnasts and families must:

- Use only personal images of their own children unless permission is given by the other family.
- Refrain from posting images of others online without explicit consent.
- Avoid tagging locations, times or schedules relating to children's training.
- Report any concerns immediately.

#### 10. Reporting Concerns

Any suspected misuse, inappropriate image, or safeguarding concern must be reported to:

- SALTO Welfare Officer
- British Gymnastics Integrity Unit
- The Police (if immediate harm)

SALTO will record and act upon all concerns in line with safeguarding protocols.

#### 11. Policy Review & Updates

This policy will be reviewed annually or sooner if:

- British Gymnastics updates guidance
- Safeguarding legislation changes
- A concern or incident requires policy amendment