

# Photography and filming policy statement

Whoosh Learning works with children and families as part of its activities.

These include:

- Messy and Sensory weekly sessions at different venues across Sussex
- Messy Play large events in school holidays
- Messy and Sensory play parties at venues or homes
- Messy Play themed hire packs

## **The purpose of this policy statement is to:**

- protect children and young people who take part in Whoosh Learning's services, events and activities, specifically those where photographs and videos may be taken
- set out the overarching principles that guide our approach to photographs/videos being taken of children and young people during our events and activities
- to ensure that we operate in line with our values and within the law when creating, using and sharing images of children and young people This policy statement applies to all staff, volunteers and other adults associated with Whoosh Learning.

## **Legal framework**

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in England.

## **Summaries of key legislation and guidance is available on:**

- [online abuse learning.nspcc.org.uk/child-abuse-and-neglect/online-abuse](https://www.learning.nspcc.org.uk/child-abuse-and-neglect/online-abuse)
- [child protection learning.nspcc.org.uk/child-protection-system](https://www.learning.nspcc.org.uk/child-protection-system)

## **We believe that:**

- children and young people should never experience abuse of any kind
- we have a responsibility to promote the welfare of all children and young people and to take, share and use images of children safely.

## **We recognise that:**

- sharing photographs and films of our activities can help us celebrate the successes and achievements of our children, provide a record of our activities and raise awareness of our organisation
- the welfare of the children and young people taking part in our activities is paramount
- children, their parents and carers have a right to decide whether their images are taken and how these may be used, regardless of age, disability, gender reassignment, race, religion or belief, sex or sexual orientation
- consent to take images of children is only meaningful when children, their parents and carers understand how the images will be used and stored, and are fully aware of the potential risks associated with the use and distribution of these images
- there are potential risks associated with sharing images of children online.

## **We will seek to keep children and young people safe by:**

- always asking for written consent from a child and their parents or carers before taking and using a child's image
- always explaining what images will be used for, how they will be stored and what potential risks are associated with sharing images of children
- making it clear that if a child or their family withdraw consent for an image to be shared, it may not be possible to delete images that have already been shared or published
- not including any names of children whose images are being used in our published material whenever possible (and only using first names if we do need to identify them) never publishing

# Photography and filming policy statement

personal information about individual children and disguising any identifying information (for example the name of their school or a school uniform with a logo)

- making sure children, their parents and carers understand how images of children will be securely stored
- reducing the risk of images being copied and used inappropriately by: **only using images of children in appropriate clothing**

## Photography and/or filming for personal use

When children themselves, parents, carers or spectators are taking photographs or filming at our events and the images are for personal use, we will publish guidance about image sharing in the event information and/or announce details of our photography policy before the start of the event. This includes:

- reminding parents, carers and children that they need to give consent for Whoosh Learning to take and use their images
- asking for photos taken during the event not to be shared on social media if the photos contain other children or asking people to gain permission from children, their parents and carers before sharing photographs and videos that include them
- recommending that people check the privacy settings of their social media account to understand who else will be able to view any images they share
- reminding children, parents and carers who they can talk to if they have any concerns about images being shared.

## Photography and/or filming for Whoosh Learning's use

- Parents and carers must also be made aware that photography and filming is part of the programme and give written consent – this is on our booking form.

## Storing images

We will store photographs and videos of children securely.

## Related policies and procedures

This policy statement should be read alongside our organisational policies and procedures, including:

- Child protection.
- Code of conduct
- Health and Safety

## Monitoring

The policy will be reviewed every year ensuring all procedures are up to date in light of:

- any changes in legislation and/or government guidance
- as a result of any other significant change or event.

This policy was last reviewed on: 20<sup>th</sup> August 2020

Signed: Louise Hack

Date: 20<sup>th</sup> August 2020