

Dundrum South Dublin Athletics Club Photographic Images and Website Guidelines

Guidelines on the use of photographs, videos and web site usage in Dundrum South Dublin AC. Taking photographs of Athletes and using web sites and social media to publicise Dundrum South Dublin AC and visual recordings of events, competition, training and coaching sessions are normal activities in club life.

A common sense approach is required when deciding what may or may not be appropriate as we do not wish to prohibit the advantage that this type of media can afford the club while adhering to best practice guidelines. This document is Dundrum South Dublin AC official guide and policy in this area.

By implementing the safeguards below Dundrum South Dublin AC will

- still permit and facilitate the recording of relevant and suitable club activities,
- allow the photographing of club activities
- enable coaches to use the latest technology in the delivery of training
- Allow each of the event to promote their activities in a safe and non-threatening manner – this can mean publication of some events in local or national newspapers and on social media sites.
- It should be noted that we have little or no influence on what photographs may be taken and published in local or national newspapers as such photography is covered by a different set of club guidelines. Should we ever be unhappy with the publication of such photographs or images we can address this matter with the individual newspaper or the Press Council of Ireland and the Office of the Press Ombudsman.

DSD AC Guidelines for Photographic/Recorded Images

When parents/guardians register their children as a member of Dundrum South Dublin AC they are granting their consent for the possible taking and publication of photographs and video footage of their children in the promotion of the club and the sport and the use of such imagery in line with the club Guidelines outlined below.

- All children/young people featured in recordings must be appropriately dressed.
- The photograph or recording should focus on the activity rather than on a particular young person.
- No personal details relating to the young person should be revealed as accompanying materials to the photograph or recorded image.
- Clubs, coaches and volunteers are permitted to use video equipment as a legitimate coaching aid and as a means of recording special occasions. Where a recording will be published on the websites, social media or distributed to parents or children, this should be notified beforehand to the relevant children's officer within the Section. If the club or relevant committee are unhappy with any of the material they are entitled to withdraw their consent and destroy the material involved.
- Parents and spectators taking photographs/recordings should be prepared to identify themselves if requested and state the purpose for their photography/filming. If Club Personnel are unhappy about any matter relating to such photography the person can be asked to stop immediately.
- Photography and the recording of images in a public place do not generally require explicit or prior consent. However if an event e.g. a game or training session is taking place, involving under age Athletes, in a public, private or local authority venue, and if you are in charge of such an event you are obliged to request a person to stop taking photos if you feel that such action or photography may be inappropriate.

- Group and team photographs may be taken but it is not necessary to match a player's name. The photograph may appear with the player's name recorded underneath but need not be in the order in which they appear in the photograph.
- It is recognised that on certain occasions individual young people may receive recognition and may be presented with an award. When this happens in the case of an under age player any such photography or recording of events that involves individual presentations should be discussed in advance of the event and agreement reached with the club, parents and the young person themselves, as to what is and what is not permitted.
- Any instances of the use of inappropriate images should be reported to the Section/Club's Children's Officer and/or Designated Person and also to the relevant statutory authorities as deemed appropriate.

Web site usage

It is important that while not wishing in anyway to restrict the use of and accessibility to such sites that we recognise our responsibility in maintaining web sites that are purposeful, educational and newsworthy that promote the ethos and spirit of DSD AC.

The DSD AC Website will be the term used in this section to refer to those websites created, managed and updated by Dundrum South Dublin AC.

The website should have a club-approved webmaster. The power to add, alter and delete content on the Web Site is confined to Persons authorised by the club board. A list of such persons should be held by the Club Children's Officer.

Changes, additions, deletions to this list should be advised to the executive and to the Club Children's Officer. Persons not expressly authorised in this manner are prohibited from adding, altering or deleting content from the Web Site. Authorised Persons must be fully aware of child protection guidelines within the club.

Material published on the web site should enhance and never detract from the good reputation of DSD AC and should adhere to the AAI code of behaviour and endorse and support club policies and procedures with regard to child protection guidelines, the promotion of sport and respect for others.

The websites should be used to:

- Promote Club Policies and procedures,
- Publicise club activities, before and after the events.
- Improve communication with members,
- Provide Coach and training information for parents. (Contact information should only be published with the express permission of those involved),
- Publish fixtures and Results,
- Provide education and information to coaches, parents and club members
- Attract new members,
- Display photographic images, videos and other similar content. This should be in accordance with the Guidelines for Photographic/Recorded Images as outlined above. In particular these apply to those that maintain the Club web site aimed at the juvenile and youth sections of the club.
- Engage Athletes, Coaches, parents and club community in their support and enjoyment of the club