

Taking, sharing and storing images

For clubs and organisations

- You understand the potential safety risks when taking, sharing and storing images of children, young people and adults at risk.
- There is a policy outlining the requirements for taking, sharing and storing images of children, young people and adults at risk. The policy includes how images are used, where they can be shared, how they're stored and who has access.
- There are guidelines for appropriate and safe behaviour for everyone to follow when taking, sharing and storing images. Guidelines describe what can be included in images.
- Everyone, including visitors, is aware of and understands policies and guidelines for taking, sharing and storing images.
- Children and young people are encouraged to tell an adult they trust if something makes them feel uncomfortable, and it's their choice to have their photo taken or not.
- There are processes to ensure:
 - safety checks are completed, and permission has been granted for anyone working in a professional capacity (paid or voluntary) to take and access images of children, young people and adults at risk
 - parents and caregivers understand the risks and safety measures, including giving consent
 - where there is no consent, it is managed appropriately
 - any concerns from taking, sharing or storing images are managed.

For those taking, sharing and storing images

- You have read and understand the policies and guidelines to safely take, share and store images.
- You have permission from your club or organisation to take, share and or have access to images.
- You have written consent from parents and caregivers.
- You have a written record of any children, young people and adults at risk who haven't consented to having their images taken.
- You have spoken with any child, young person or adult at risk you are taking images of them and they are comfortable with you doing so.

More information

Taking and sharing images – sportintegrity.nz

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