



Photography Policy

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Version History

Independent Gymnastics Affiliation (IGA) retains the authority to modify this policy at our own discretion.

Version	Summary of amendments/Changes	Published Date
Version 1		7 th July 2023

Definitions & Abbreviations

Child(ren) / Young people	Individuals who have not yet reached their 18 th birthday
Safeguarding	Safeguarding involves the measures we implement to advance the well-being of children & shield them from harm.
Photographs / Photography	These terms encompass the usage of photographs or videos depicting recognizable individuals.
Publication	Where Photographs are shared in various formats that allow accessibility to others, including online platforms such as websites and social media, regardless of any access restrictions, as well as in printed media like publications, presentations, and marketing materials.
IGA	means independent Gymnastics Affiliation
Personal Use / Personal Photography	is used to describe images taken by individuals for their personal record purposes during the event, which are not intended to be shared or published.
Personal / Consumer Photography Equipment	Is used to refer to equipment that is considered suitable for use by individuals in a personal capacity. This includes, but is not limited to, smart phone/tablet cameras, digital cameras, bridge cameras, as well as entry-level DSLR or mirrorless cameras.

Contact Information

IGA Contacts		
	General Enquiries	info@igauk.com
	Competitions Team	competitions@igauk.com
	Safeguarding Team	safeguarding@igauk.com
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1. Introduction

- 1.1. Independent Gymnastics recognizes the desire of participants, including children, at-risk individuals, elite athletes, parents, coaches, and other gymnastics enthusiasts, to capture and preserve their experiences through photography or videography. We understand the importance of striking a balance between enabling the enjoyment of capturing these moments and prioritizing the welfare and protection of all individuals involved.
- 1.2. Our objective is not to impose a blanket prohibition on photography and videography, but rather to establish comprehensive policies and guidelines that ensure the ongoing safety, privacy, and well-being of our members. When engaging in the documentation of gymnastics activities, it is crucial to prioritize the safety of gymnasts, respect privacy rights, comply with relevant Data Protection legislation, and uphold a positive image of the sport.

2. Purpose

- 2.1. The purpose of this policy is to bring together, standardize, and update our existing guidance and documents concerning the capturing of photographs and/or videos in different gymnastics contexts and environments. The aim is to provide clear and consistent guidelines for all individuals involved in gymnastics activities, ensuring that they are aware of and adhere to the appropriate practices and considerations related to photography and videography. By consolidating this information, we seek to promote a safe and respectful environment for all participants while enabling the documentation of valuable gymnastics experiences.

3. Scope

- 3.1. This policy applies to Independent Gymnastics Association (IGA), and it is recommended that affiliated clubs also adopt this policy.
- 3.2. This policy covers all photography or filming conducted in any IGA regulated activity or environment, including:
 - 3.2.1. Competitions or events organized by IGA, its registered clubs, or affiliated organizations.
 - 3.2.2. Other gymnastics activities, such as training sessions, workshops, courses, etc.
- 3.3. The policy applies to all IGA members and individuals who take photographs in an IGA regulated environment.
- 3.4. This includes, but is not limited to, competitions, festivals, regular training sessions, workshops, courses, etc.
- 3.5. The activities of commercial photographers accredited by IGA for event photography are not governed by this policy, but their guidelines are agreed upon with the individual providers.
- 3.6. The policy does not apply to the use of images or videos taken for appropriate and purely personal purposes that are not shared or published in any format, including online publication via social media. However, this exception does not apply if the access to images is restricted solely to the family and close friends of those featured in the photograph or video.

4. Policy Statements

- 4.1. All IGA clubs and members have a responsibility to ensure that photographs or videos of children are not used in a way that could place a child at risk of harm.
- 4.2. Photography or filming should be appropriate considering the age of the participant and the context in which the image was taken.
- 4.3. Photography or filming should not be used in a manner that could cause harm, distress, or bring the sport into disrepute.
- 4.4. Live streaming of video footage is generally not allowed, except for major events where written prior approval has been obtained from IGA. This does not apply to the use of cameras as a means of providing an open training environment.
- 4.5. Taking photographs and filming identifiable individuals must be done in compliance with data protection laws, including:
 - 4.5.1. Ensuring a legal basis for taking and publishing photos is established.
 - 4.5.2. Providing transparent information to individuals involved.
 - 4.5.3. Storing images securely and only retaining them for as long as necessary.
- 4.6. When publishing images of children, appropriate safeguards should be in place to prevent unauthorized access or use.
- 4.7. IGA acknowledges that image and video editing is common practice. While some editing is acceptable, it should not cause embarrassment, distress, or be deemed inappropriate.
- 4.8. Photography or video recording in toilet, shower, or changing facilities is strictly prohibited.
- 4.9. Any use of photography or video for marketing purposes featuring or targeting children should comply with relevant advertising standards, such as the Committee of Advertising Practice code.
- 4.10. Significant breaches of this policy will be addressed according to IGA's Complaints and Disciplinary policy and procedures.

5. Roles & Responsibilities

Compliance, Monitoring & Review

- 5.1. IGA has the responsibility to enforce the rules outlined in this policy throughout the gymnastics community. Any breaches of the policy should be addressed following the Complaints and Disciplinary Policy and Procedures, as well as event-specific rules, where applicable.
- 5.2. IGA, along with all Registered and Affiliated organizations, is responsible for implementing this policy during gymnastics activities, including competitions, events, and social activities related to gymnastics.
- 5.3. Clubs, event organizers, and members must ensure that any photography or filming taking place aligns with the policy and associated procedures. Any violations of the policy should be promptly reported to the IGA Integrity Unit for further investigation.

6. Monitoring

The policy will undergo regular reviews in accordance with IGA procedures or whenever significant changes occur in legislation or technological capabilities that impact its relevance and effectiveness. These reviews are essential to ensure that the policy remains up to date and aligned with current standards and practices.

7. Interdependencies & Related Policies

This policy should be applied in conjunction with the IGA Safeguarding Policy, Health Safety & Welfare Policy, and associated documents, as well as the relevant Data Protection guidance. It is important to note that specific venues may have their own rules and regulations regarding the use of photography, and individuals should comply with those rules in addition to this policy. By considering all these policies and guidelines together, we can ensure a safe and respectful environment for all participants and protect their rights and well-being.

8. Procedures

8.1. Photography at IGA Clubs:

- 8.1.1. Prior to taking any photography on behalf of a registered club or affiliated organization, ensure that individuals who will be featured in the images, and where appropriate, their parent(s)/guardian(s), are fully informed in advance.
- 8.1.2. 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, should be published with the images. It is advisable to use just the forename of the subjects rather than their full name.
- 8.1.3. IGA acknowledges that image and video editing is common, and while some editing is acceptable, images should not be edited in a way that causes embarrassment or distress to the subject or others, or edited in a way that would render the final image inappropriate.
- 8.1.4. Care must be taken to ensure that images are not published where there is a legal or safeguarding reason not to, such as those who are subject to a court order prohibiting the publication of images.
- 8.1.5. Any images should not be stored on portable equipment without encryption. Only photography taken for personal purposes should be stored or shared on personal devices or personal social media accounts.
- 8.1.6. Those responsible for creating or maintaining content for websites or social media feeds should regularly monitor the content to ensure that both the content and captions or text are appropriate, minimizing the risk of photographs being used inappropriately.
- 8.1.7. Live streaming of images or video is not permitted, except when images are sent directly to a monitor within a gym or event environment for the purpose of providing an open training environment.
- 8.1.8. Before taking any photographs or video footage, consider ensuring the safeguarding of all gymnasts and implementing appropriate control measures, as well as complying with applicable Data Protection laws. Prior to publication, all imagery must be checked to ensure its appropriateness.

8.2. Photography at events organized by IGA:

- 8.2.1. All procedures outlined in Sections 10.2 - 10.3 should be carefully considered and followed as part of the event.

8.3. Media Accreditation:

- 8.3.1. Individuals wishing to take photographs for purposes other than personal use must obtain permission from IGA.
- 8.3.2. Prior to the event, individuals seeking to take photographs for non-personal use must apply for Media Accreditation. Further details and the application process can be found by contacting info@igauk.com

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- 8.3.3. If a club/region wishes to have a photographer present at an event on their behalf, they must apply for Media Accreditation for that photographer prior to the event.
- 8.3.4. IGA reserves the right to refuse Media Accreditation applications for an event.
- 8.3.5. Media Accreditation grants permission for photography only in public areas. Photography in non-public or private areas, which require passes, accreditations, or wristbands for entry, is strictly prohibited. Public areas include, but are not limited to, spectator seating areas, concourses, merchandising areas, and fan zones.
- 8.3.6. Individuals granted Media Accreditation will receive specific access permissions as part of the accreditation process and an on-site induction at the event. The use of approved photography equipment must also be confirmed by IGA before the event. IGA reserves the right to prohibit the use of photography equipment that is deemed unsuitable from a safety, security, or welfare perspective.
- 8.3.7. As a tenant of the event venue, IGA is required to comply with specific regulations outlined in the venue's hiring contract. Therefore, it is important to note that venue requirements or instructions from venue staff may supersede these regulations.

8.4. Non-accredited individuals:

- 8.4.1. Individuals without Media Accreditation status may only use personal or consumer photography equipment as defined in section 5.4. IGA reserves the right to prohibit the use of photography equipment that it deems unsuitable from a safety, security, or welfare perspective. This includes cases where there is a belief that the images could be used for purposes other than personal use, considering the specifications of the equipment used.
- 8.4.2. Any concerns regarding appropriate photography at IGA events should be reported to the Event Welfare Officer or Event Organiser.
- 8.4.3. Photography is only permitted in public areas. Non-public or private areas, which require passes, accreditations, or wristbands for entry, are strictly off-limits for photography. Public spaces include, but are not limited to, spectator seating areas, concourses, merchandising areas, and fan zones.
- 8.4.4. Photography within competition areas, such as the Field of Play, is strictly prohibited for all individuals. However, IGA will make efforts to designate specific photography areas.
- 8.4.5. If the Event Organiser or Commercial Partner provides an area for photography in non-public areas (e.g., warm-up halls or other designated areas), photography is permitted only for individuals with the appropriate accreditation to access those areas.
- 8.4.6. IGA reserves the right to review any photographs taken at IGA events to ensure their suitability and appropriateness. If necessary, IGA may request that individuals cease taking photographs, delete any images, and, if deemed necessary, leave the venue.
- 8.4.7. Non-accredited photographers are not permitted to use telephoto zoom lenses. The exact restrictions on lens size and type are determined by the competition organiser for each specific event. In general, lenses with a focal length greater than 135mm are not permitted.
- 8.4.8. Tripods, monopods, or other equipment stands for photography are not allowed.
- 8.4.9. The use of flash photography or lighting is prohibited.
- 8.4.10. Photographic or video equipment must not be connected to external power supplies for charging or power usage instead of batteries.
- 8.4.11. All photography equipment, including bags and cases, should be appropriately stored and must not obstruct aisles, stairways, seating areas, or emergency routes and exits.

8.5. Broadcast or streaming of images:

- 8.5.1. IGA may occasionally live stream or broadcast events through its social media channels. Any concerns regarding the nature of this filming should be addressed to the Event Manager, Event Welfare Officer, venue security staff, or a member of the IGA Integrity Unit.
- 8.5.2. Further guidance on the application of Data Protection law in relation to photography can be found in separate guidance documents.

9. Use of professional or commercial photography equipment:

- 9.1. Photographic or video equipment that is commonly recognized as professional equipment or intended for commercial use, including high-performance DSLR or mirrorless cameras, telephoto or zoom lenses, or users with multiple lenses, is not deemed appropriate for use by non-accredited individuals. Such equipment may only be used by accredited media photographers. In case of any dispute regarding the suitability of equipment, the decision of the Event Organiser is final.