

Photography, film and image sharing policy for IDTA events and competitions

At the International Dance Teachers Association Children and their families are at the heart of the events we organise. The safety and welfare of children is our most important concern. We appreciate that children and families want memories of these events and to feel proud of all their achievements. We must also recognise that for many reasons there are many other children, young people and families who do not want their photo taken or shared or who could be placed at considerable risk if their images are shared.

At the IDTA we believe that no child should be harmed and that it is our duty to take appropriate action to prevent harm to children and young people and create an environment in which they can feel and be safe. As part of our duty to promote the safety and welfare of children and young people we have a duty to ensure that photographic and video footage of children is used safely and appropriately. Above all the welfare of the child is of paramount importance.

We also recognise that photographs or video of a child's achievement should be positive. Photographs will therefore only be taken that reflect positive experiences and proud moments. At the IDTA we want to create a culture that promotes wellbeing and creates supportive experiences for all dancers who take part in our events and this policy reflects that endeavour.

The purpose of this policy is to;

- Ensure that all children, young people and their families taking part in our events are protected
- Ensure that our approach to photography and filming at IDTA events is commensurate with the safeguarding duties outlined in our safeguarding policy

This policy will:

- Outline our approach to the use of video and photography at IDTA events

- Outline our approach to the sharing of photographic or video material from or events
- Ensure that IDTA is compliant with the law regarding the safety of children and young people who are photographed or videoed.

This policy applies to ALL who attend IDTA events. The points covered in this policy statement are reiterated in the IDTA competitions and events code of conduct that shall be shared with all participants and spectators. Participants and spectators also have a duty to safeguarding their fellow dancers and spectators by following the good guidance outlined in the competitions and events code of conduct. This policy applies directly to anyone working at, with or on behalf of the IDTA at competitions and events whether they be staff, contractors, volunteers or member teachers.

Photography, filming and consent:

- Children, young people and their parents have a right to decide how any photo or video of them is used, shared or stored. Photographs and video may only be used, shared or stored with consent
- Children , young people and their parents or carers have a right to decide whether a photograph is taken of them or their child. Photographs and video may only be taken with consent
- Consent is only meaningful when it is informed consent. There must be understanding of where and how photos and video can be used and the potential risks associated with this.
- It is known there are potential risks of sharing images and video footage online and if images are shared it must be with full knowledge of this.

To protect children the IDTA will:

Seek consent:

- Ensure there is written consent from a parent or carer before a child is photographed or videoed.
- When consent is asked for it will be made clear how the images will be used and stored and where they will be shared.
- Families should be made aware they can decline consent
- Families should be made aware they can change their minds and withdraw consent.

- Families must be made aware that if they withdraw consent and photos or video have already been shared on the internet it will not be possible to recover all copies of that image or remove all copies from circulation.
- Children and parents who do not consent will never be excluded from activities because they do not give consent to have their image taken
- The IDTA will work with the video and photographers to ensure that that child can be identified without being isolated or made to feel noticed or uncomfortable.

Protect privacy:

- Children and young people will not have their full names published alongside any photo or video of themselves that appears on social media or public webpages
- Children will not have their full names published unless requested by parents or carers
- If children or young people would like their full names listing in IDTA publications this can be done with consent otherwise only first names will be published
- Photos of children will not be published in public places such as on social media or public websites with other identifiers listed for example the child's address or the school they attend.
- Photos of children and young people will not be published to social media in a school uniform which could identify where the child spends their time
- In private IDTA publications children in school uniform or listed as attending a certain school will only be shown with consent from the child's parent or carer.

Support safety:

Images that are shared publicly can be misused therefore

- Photographs will avoid a child full face and body where a child is dressed or performing in way that could lead to a heightened risk of that image being misused.
- Children will only be photographed when appropriately dressed

What we expect from others:

Children, young people, parents and carers:

- children, young people parents and carers only photo or video people who they have consent to do so
- that photo and video is not taken of the dance floor, stage or the spectators or audience as there will be people who may not consent to be photographed or videoed
- photos are taken in safe areas such as where stands, and lights are erected for this purpose
- photos and video are not shared on social media without consent
- where photos and video are shared with consent appropriate privacy setting are enabled on that account
- that all attending IDTA events comply with the IDTA events and competitions code of conduct
- that all attending events recognise the importance of video and photo safety and that if they are asked by any staff member, contractor or volunteer associated with the IDTA to stop filming they do so immediately as this is for the safety of another

Teachers and private dance schools:

- must ensure all competitors and spectators attending events from their school understand the rules around photo and video consent
- teachers and school principals must support the IDTA to ensure compliance with this policy at IDTA events
- Teachers and school principals must role model good practice by taking photos in appropriate ways in appropriate areas and supporting good conversations around consent with their students.

Photographers and videographers:

(Those hired by IDTA)

- must always wear ID
- will be required to have in date DBS checks and safeguarding awareness training
- must not be alone with children and young people
- must respect verbal declined consent on the day and not photo anyone who asks not to be photographed

(Those from external organisations such as the media)

- must contact the IDTA before the event to share appropriate details on:
who they will be filming
why they are collecting those images
their details and credentials
confirmation in writing about how the images will be used
- IDTA will only grant access if the details provided and the reason for attendance are legitimate and safe to the best of our knowledge.

Storage and transportation of images:

- Any Images and video captured at IDTA events that has not been used for any publicity or marketing after 2 years is deleted but
- If anything is used in the public domain it is out of our control if it is replicated in anyway.
- All content is kept securely on encrypted, password protected devices. This does include portable storage devices such as memory cards, external hard drives and phones.
- Files are shared securely between IDTA staff members and contractors

Policies and Procedure:

Additional information can be found in our safeguarding policies. All of which are available at [Safeguarding - International Dance Teachers' Association \(idta.co.uk\)](https://www.idta.co.uk/safeguarding)

Any concerns can be raised directly with the IDTA safeguarding consultant Katharine Hikmet: safeguarding@idta.co.uk or with your local area safeguarding link.

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This policy was written by Katharine Hikmet