



Liverpool Catholic Club Photograph policy

For all legal purposes Liverpool Catholic Club premises are private property and no recording (photography, video, audio) may take place except that which is permitted by Liverpool Catholic Club.

Liverpool Catholic Club does not impose a blanket ban on photography or filming of children within the Liverpool Catholic Club's Sports Complex and encourages families and people of all ages to enjoy the facility, and to capture their memories and share them with friends.

In granting this use, Liverpool Catholic Club applies the following conditions:

- All images or video taken must be for private (non-commercial) use only, unless otherwise approved by Liverpool Catholic Club management;
- Permission should be obtained from the child's parent/guardian prior to taking any images or video of a child or young person, particularly if they can be identified and you intend to post the images or video on to social media;
- Liverpool Catholic Club, from time to time, consents to parents and guardians, taking images or video of children participating in its programs for use in print, digital and electronic media for the purpose of promoting the Liverpool Catholic Club.
- Photographers (professional photographers, spectators, fans, coaches or members of the media) are not permitted unsupervised access to children.
- Any coach or team leader must inform any athlete and parent(s) if they want to video the athlete as a tool to analyse and improve performance; and
- Members of the media and professional photographers must be clearly identifiable for any events held on the Liverpool Catholic Clubs premises.

Think before you post

As social media users, we should all be vigilant about what we share. Once posted online any photo or video can be shared, copied and/or manipulated. You may not be able to control how a photo or video is used by others. Before posting a photo or video, think about:

- Who might be able to see these images?
- When uploading images and video check your privacy settings on the social media services you use as well as on the device to control who sees your images.
- Is there anyone else in this photo?
- Be mindful that some people may not want their image to be published.
- Will this image offend anyone?
- Are there any identifying details in the image? Do not include personal information such as children's names.
- Avoid images and video that:
 - are indecent, offensive or demeaning to any person.
 - harm or injure someone's reputation and/or open them to public ridicule and embarrassment.
 - contain personal details for example full names, personal contact information or uniforms that identify location.
 - show a child who is clearly upset or distressed.

Complaint's process

If you believe a person is taking images or video inappropriately on site, then please approach a staff member of Liverpool Catholic Club immediately. Liverpool Catholic Club staff member will then assess the situation and may request the person to stop taking images. If the person refuses, the police or security may be called to escort them off the property.

If there are reasonable concerns that a person (adult or child) is taking photographs that are indecent or in areas like toilets/change rooms, then Liverpool Catholic Club staff will contact the police immediately.

If an image or video of your child has been posted online without your permission and you wish it to be removed, then in the first instance you should ask the person who posted the photo or video to remove it. If the person refuses or you don't know who posted it, you should contact or report your concern directly to the social media site.

Please note that it is best to raise any concerns you have whilst you are at the Liverpool Catholic Club immediately with Liverpool Catholic Club staff so that the matter can be followed up and dealt with promptly.