



Sevenoaks Vine Cricket Club Photography, Filming & Live Streaming Policy

SVCC wishes to ensure photography and video footage taken within cricket is done so appropriately:

Parents and carers will not be prevented from taking pictures of, or filming their children, these are normal family practices. The introduction of proportionate controls on the use of photographic equipment (cameras, and videos, including mobile phones) is part of general safeguarding good practice in SVCC. For the avoidance of doubt, this policy also applies to all SVCC live broadcasts on social media or other platforms.

The Children Act defines a person under 18 years as a child.

Players and parents/carers should be aware that video equipment might be part of the coaching programme, and material taken in connection with coaching must be stored securely and deleted or destroyed when a parent requests this, or when the material is no longer needed.

Photographs and all other images are considered “personal data” in terms of Data Protection. Depending on the circumstance, consent from either the child, adult, or both will be sought before capturing, sharing or publishing images where a child can be identified, including posting on the SVCC website, social media channels, emails and newsletters. We will take all steps to ensure these images are used solely for the purposes they are intended. In addition, SVCC will process this personal data in accordance with GDPR principles, and other relevant legislation and guidance.

We are aware that some people may use sporting events as an opportunity to take inappropriate photographs or film footage of children. SVCC will be vigilant about this but some events will be held at public venues over which we may have no jurisdiction. Parents and carers should be aware that photographers or the media may also be present at any event.

It is also possible that if a picture and name was published in either physical or online media the information could be used inappropriately. For this reason, SVCC will follow ECB guidance that a child’s picture and name should not be published together.

There may be other reasons why individuals may not wish their child’s photograph to be taken by someone they do not know personally, for example estranged parents looking to gain access to a child, or families that have fled abusive situations. Parents and carers will always be offered the opportunity to provide or withhold consent for photographs or filming of their child.

General SVCC Policy in relation to filming and photography and coaching and training:

- We will not knowingly permit photographs, video or other images of the young people who play cricket with SVCC to be taken without consent. If you feel photos or video are being taken without that consent, please advise the Club Safeguarding Officer or in their absence their coach or team manager immediately;

- If you have given consent for photographs and videos to be taken, SVCC coaches or team managers may also give group consent on behalf of you and your child to opponents or Festival/tournament organisers to take photographs and videos;
- Concerns regarding inappropriate, or intrusive, photography or filming should be reported to a team manager, SVCC official or the Club Safeguarding Officer and will be recorded and investigated in the same manner as any other child protection or safeguarding concern;
- If the cricketer is named SVCC must not use their image and if an image is used SVCC must not name the child;
- SVCC will only use images of children in appropriate SVCC or other cricket kit, to reduce the risk of inappropriate use.

Specific SVCC Policy relating to Live Streaming and highlights publishing online:

SVCC and other clubs will be using filming equipment to live stream SVCC open age cricket matches and publish highlight clips online. The expectation is that all SVCC 1st XI and 2nd XI matches will be live streamed (both at home and by the opposition teams when away).

SVCC 3rd XI and Development Team matches will not normally be live streamed. SVCC cricket week matches occurring mid-week and Sevenoaks Smash matches are to be decided on a case-by-case basis.

ECB Guidance on live streaming approves the use of first initial and then surname in the text overlaid on the video live stream for U18s. SVCC will obtain specific written consent for the season from all U18 children's parents or carers. When live streaming, SVCC will confirm that similar consent has been obtained for all U18s in the opposition team at the start of the season. The Live Stream operator will ensure that the software has been configured to display all names as first initial with surname.

All live streaming footage and the publishing of clips and highlights must follow all the SVCC Codes of Conduct and inappropriate overlays or names must not be used. In addition all the relevant Kent and ECB Leagues Policies and Codes of Conduct must be followed at all times.

Only named SVCC officials must have access to the administrative system to manage highlights and clips, they must be approved by the SVCC Committee to administer the system in a professional manner and only they know the relevant account details. No account details must be shared without Committee or the Chairman's authorisation. These named individuals must be enhanced DBS checked and be on the ECB SHMS with key roles such as Captain, Coach or Scorer. All SVCC Policies must be adhered to in the management and publishing of any highlights and clips.

Consenting to the use of live stream

SVCC is asked at the start of the season by the Kent League to consent for live streaming of matches for adults, so that clubs are aware of any not consenting in advance and as such SVCC has consented in this way. This means that any SVCC adult player who does not consent to live streaming will need to inform the membership secretary when signing up for the season. Over 18 adults will have a simple tick box to check on the membership form to consent to live stream. To maintain confidentiality any adult member who does not consent to live streaming is expected to not make themselves available for selection to SVCC 1st XI and 2nd XI matches and other matches that are publicised to be live streamed.

Players who do not pay membership via the SVCC online membership process will be asked to consent by other means with the membership secretary.

Legally anyone whose data SVCC are capturing needs to be served with a privacy notice explaining what data is being captured, what it will be used for, where it will be stored and what can be deleted. All Play Cricket Registered Players are served a Privacy Notice on behalf of SVCC. ECB Policy confirms this meets the Clubs legal responsibility to serve this Privacy Notice and covers this responsibility for live stream, filming and clip on social media.

SVCC players in the U15 or U18 age groups have the potential to be selected for the SVCC 1st XI and 2nd XI team matches which will be live streamed (both home and away). There are key aspects to consider with regards to the safeguarding of U18 for live streaming, therefore the consent process varies from adult members for U18s (and some / all U15s) who will be sent detailed consent forms via the membership process.

This means that any SVCC U18 player whose parent or carer who doesn't consent to live streaming will need to inform the membership secretary when signing up for the season. To maintain confidentiality any U18 who does not consent is expected to not make themselves available for selection to SVCC 1st XI and 2nd XI matches, and other matches that are publicised to be live streamed. In addition, all league registered players must have given consent prior to SVCC registering them for all the leagues.

Players or parents or carers of U18's can contact the SVCC Safeguarding Officer with any questions.

SVCC will follow the key ECB recommendations to ensure this process is safe and compliant, and will review this on a regular basis.

SVCC encourages the reporting of inappropriate use of images of children, please report any questions or concerns to the SVCC Club Safeguarding Officer.

Appendix: Operational to do list for Live Streaming:

1) Display public notices in prominent locations at SVCC locations:

Prior to any filming starting temporary notices will be displayed at SVCC facilities highlighting the fact that the game will be filmed for live streaming.

The text of the notices must be as follows and located in prominent locations that members of the public can see them:

“Please be aware that this game is being filmed by SVCC and the footage may be displayed publicly on websites and social media

Please contact the SVCC Safeguarding Officer if you have any questions or concerns”

2) League scorer team lists provided from Opposition and SVCC to scorers:

- Both team captains must provide the names of players on a team sheet for the umpires to check and for the scorers use, including notice of any U18's playing and if consent has been provided for them as well as all players.

3) Set up the live stream camera in best location:

- The location of live streaming camera equipment must be placed in the best SVCC agreed location at the Vine and at Otford to take footage of the whole game and not specifically of any individuals.
- Opportunities for areas where some spectators can avoid being filmed could be communicated if required and possible.
- Any landowning interests are considered in advance at any relevant locations, for example Sevenoaks District Council have been informed of Live streaming at the Vine ground.

4) Consents confirmed and management of Live stream in Play Cricket Scorer Pro application:

- If any consent is not given the live stream equipment is not to be set up at all so that it is not able to be switched on by mistake.
- If consent is withdrawn for any reason during the match the captains should discuss and agree that the Live stream filming must be stopped.
- If all the consent is given then the scorer or Live stream operator enters names into play-cricket.com or picks from drop down lists, the names must be configured correctly to **first initial and surname and this is checked and confirmed.**
- Within the Live stream Play Cricket Scorer Pro application is a pop-up window which triggers ahead of cameras being connected for match highlights or live streaming. This pop up window requests that the scorer can confirm that all players, both captains and the umpires are happy for the game to be filmed and shared.
- The final confirmation is given to start filming and live streaming commences at the start of the match, the live stream should not be started too early.
- The live stream must be stopped when play is stopped for the normal breaks.
- The volume setting must be adjusted so that spectator discussions cannot be recorded.
- All the players who might go near the live stream camera must be told that they might be recorded and to ensure they **conform to all the Kent Leagues and SVCC Codes of Conduct, in all ways, especially with regards to any discussion around decisions or umpires.**

Appendix: Match day checklist for printing:

Date:	
Team name (1 st XI, 2 nd XI, other – please confirm):	
SVCC Captain and SVCC Live stream Operator names:	
Opposition team name and Captain name:	

<ul style="list-style-type: none"> • Signs are put up around the cricket ground as per Policy details above. 	
<ul style="list-style-type: none"> • The location of Live streaming equipment is placed in the best SVCC agreed location to take footage of the whole game and not specifically of any individuals. 	
<ul style="list-style-type: none"> • Umpires for the match must be informed and consent to the live stream. 	
<ul style="list-style-type: none"> • Both team captains must provide the names of players on a team sheet, including notice of any U18's playing and if they consent has been provided for them. 	
<ul style="list-style-type: none"> • Was any consent not given so the livestream equipment is not set up? Was consent withdrawn and filming stopped for any reason? If so what was the issue, please discuss with the SVCC safeguarding Officer and any lessons learned taken away and or reported on. 	
<ul style="list-style-type: none"> • Were the names are configured correctly to First initial only and then surname. 	
<ul style="list-style-type: none"> • Was the live stream filming stopped when play is stopped for the normal breaks, drinks, lunch and tea, etc. 	
<ul style="list-style-type: none"> • Was the record retained and examples passed on to the SVCC safeguarding officer as evidence of compliance to this policy? 	
<ul style="list-style-type: none"> • Any other comments and feedback? 	

Please take a photo of the filled in form and WhatsApp or email to the Club Safeguarding Officer within 24 hours of end of the match.