



# Photography, Filming and Image-Sharing Policy Statement

## The purpose and scope of this policy statement

Young Climate Warriors works with children and schools as part of its activities. We set weekly climate change related challenges for children to complete at home and encourage them to HIT THE RED BUTTON on the website and send in a photograph of their completed challenge. We provide schools with a range of resources designed to introduce the challenges and support learning about climate change. We also offer school visits, where practical, to help children and staff deliver assemblies and classroom, eco-council or extra-curricular club discussions about climate change and Young Climate Warriors.

The purpose of this policy statement is to:

- protect children and young people who take part in Young Climate Warriors events where photographs and videos may be taken or who share photographs or videos with Young Climate Warriors; and
- ensure that we operate in line with our values and within the law when creating, using and sharing images of children and young people.

This policy statement relates to photographs or videos of children or young people. It does not apply to photographs or videos that have been submitted to Young Climate Warriors and which do not contain images of children and young people, for example photographs of completed challenges for the Gallery page of the website.

This policy statement applies to all staff, volunteers and other adults associated with Young Climate Warriors.

## Legal framework

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in England. Summaries of key legislation and guidance is available on:

- online abuse [learning.nspcc.org.uk/child-abuse-and-neglect/online-abuse](https://www.learning.nspcc.org.uk/child-abuse-and-neglect/online-abuse)
- child protection [learning.nspcc.org.uk/child-protection-system](https://www.learning.nspcc.org.uk/child-protection-system)

## We believe that:

- children and young people should never experience abuse of any kind; and

- we have a responsibility to promote the welfare of all children and young people and to take, share and use images of children safely.

## We recognise that:

- sharing photographs and films of our activities can help us celebrate the successes and achievements of our children and young people, provide a record of our activities and raise awareness of our organisation;
- the welfare of the children and young people taking part in our activities is paramount;
- consent to take images of children is only meaningful when children, their parents and carers understand how the images will be used and stored, and are fully aware of the potential risks associated with the use and distribution of these images; and
- there are potential risks associated with sharing images of children online.

More information about this is available from [learning.nspcc.org.uk/research-resources/briefings/photography-sharing-images-guidance](https://learning.nspcc.org.uk/research-resources/briefings/photography-sharing-images-guidance).

## We will seek to keep children and young people safe by:

- asking for written consent from a child and their parents or carers before photographing or videoing a child;
- asking for written consent, via our website, before using any images or videos submitted to Young Climate Warriors;
- explaining what images will be used for, how they will be stored and what potential risks are associated with sharing images of children;
- making it clear that if a child or their family withdraw consent for an image to be shared, it may not be possible to delete images that have already been shared or published;
- only using first names of children whose images are being used in our published material;
- never publishing personal information about individual children and disguising any identifying information (for example the name of their school or a school uniform with a logo);
- making sure children, their parents and carers understand how images of children will be securely stored and for how long (including how we will control access to the images and their associated information);
- reducing the risk of images being copied and used inappropriately by:
  - only using images of children in appropriate clothing;
  - avoiding full face and body shots of children taking part in activities such as swimming where there may be a heightened risk of images being misused; and
  - using images that positively reflect young people's involvement in the activity.
- ensuring everyone involved in our organisation knows the procedures to follow to keep children safe.

## Photography and/or filming for Young Climate Warriors' use

We recognise that our team may use photography and filming as an aid in school-based activities. However, this should only be done with the permission of the school and Young Climate Warriors.

Children, young people, parents and carers must also be made aware that photography and filming is part of the programme and give written consent.

## Storing images

We will store photographs and videos of children securely, in accordance with our safeguarding policy and data protection law.

We will keep any hard copies of images in a locked drawer and electronic images in a protected folder with restricted access, except where written permission has been given to use photos for display, website or other public purposes. In such cases we may store images on unencrypted portable equipment such as laptops, memory sticks and mobile phones. Images will be stored for a maximum period of 3 years.

## Inappropriate Use of Images

We will take all steps to ensure photographs and videos of children are used solely for the purposes they are intended. If you become aware that these images are being used inappropriately, you should inform [sarah@youngclimatewarriors.org](mailto:sarah@youngclimatewarriors.org) immediately.

## Related policies and procedures

This policy statement should be read alongside our organisational policies and procedures, including:

- Safeguarding policy.
- Reporting procedures for responding to concerns about a child or young person's wellbeing.
- Code of conduct for staff and volunteers.
- Online safety.

## Contact details

### Photography and images co-ordinator

Name: [katrina@youngclimatewarriors.org](mailto:katrina@youngclimatewarriors.org)

### Designated lead for safeguarding

Name: [sarah@youngclimatewarriors.org](mailto:sarah@youngclimatewarriors.org)

**NSPCC Helpline** 0808 800 5000

**Policy dated: 18 June 2020**

We are committed to reviewing our policy and good practice annually. This policy statement and accompanying procedures were last reviewed on 18 June 2020.