

Briefing Note: Competition Photography and Changing areas January 2019

The competition arena provides a valuable development opportunity for young people and should be an enjoyable competitive event to aid their progression in sport at any level.

This briefing note provides extra guidance to consider prior to and during a competition in order to promote the best environment for young people in our sport:

1. Photography – use of any photographic equipment including mobile devices (phones and tablets) and cameras (still and video)
2. Changing on poolside areas
3. Changing room supervision

1. Photography – use of any photographic equipment including mobile devices (phones and tablets) and cameras (still and video)

A mobile device means any phone or tablet with a camera function.

It is a requirement that all photographic equipment is tagged and registered prior to use at any competition or training event, subject to the ruling of the facility in use. Where a facility allows use of photographic equipment the following steps must be put in place by the person in charge of the event:

- a) Registration of the equipment – this can be done either by the facility or the Club/Region. The name, address, contact number and photographic identification of the individual must be recorded. In the case where photographic ID is not available their Swim Ireland membership card will be accepted with the member's ID number recorded as well.
- b) The person using the equipment must wear a tag that is clearly visible when using the equipment.
- c) All registration records will be kept and stored with the event information. Where this information is recorded by the facility a copy should be obtained by the person in charge for the record.

The requirement to register photographic equipment must be sent out with the pre-event information and announced regularly during the event. Where a facility does not allow the use of photographic equipment this must be sent out with the pre-event information and a reminder announcement made regularly throughout the event.

By ensuring correct use of photographic equipment we can allow genuine memories or recordings of the event to be taken by those attending whilst also safeguarding young people involved from possible exploitation through potential misuse of photographs or images.

All team managers, coaches, support staff, parents and athletes should be vigilant with regard to the use of photographic equipment and report any violations to the person in charge (usually the Meet Manager/Referee for competition purposes). Necessary action will be taken to safeguard young people and any sanctions imposed will be in accordance with the latest Swim Ireland Complaints and Disciplinary Procedures.

See the latest **Photographic and Filming Policy** for detailed information

2. Changing on poolside/athlete designated areas

It is commonplace for athletes to change on poolside/athlete designated areas in aquatic sports. Team staff and parents should be aware of the potential risk to young people changing in open or designated areas and ensure that young people cannot be viewed and/or photographed. There may also be a health and safety risk where the floor area is wet. Team staff, parents and athletes must consider other people around them when changing. The facility may impose their own requirements as to use of changing areas. Information about the changing areas should be included in the pre-event information sent out.

Team staff, parents and athletes should report any concerning behaviour to the Meet Director or Referee immediately. Necessary action will be taken to safeguard young people and any sanctions imposed will be in accordance with the latest Swim Ireland Complaints and Disciplinary Procedures.

3. Changing room supervision

Changing room supervision is hard to specify where changing rooms are of varying type, i.e. separate cubicles, village type areas, mixed gender. The facility may also have multi-use options (i.e. gym or other leisure activities) where changing areas may be open to public use. However, it is important for all users to know if the changing areas are to be supervised and who is responsible for any supervision. Any device with the capability of taking photographs or video is banned from use within the changing areas and anyone in the changing area should make sure their own phone, camera or other device is stored safely away, to avoid accidental use or claims of inappropriate use. Information about the changing environment should be sent out with the pre-event information.

Team staff and parents should ensure that young people using changing areas are aware of:

- a) Other users potentially present, i.e. members of the public
- b) Any supervision provided and who this will be
- c) The type of changing facilities provided e.g. mixed in gender, village type, separate cubicles, etc.
- d) Stowing their phone or other device safely away
- e) The person(s) they should go to in the event of any problem in the changing area

Team staff, parents and athletes should report the use of a phone, camera or other device capable of taking images or concerning behaviour in changing areas to the Meet Director or Referee. Necessary action will be taken to safeguard young people and any sanctions imposed will be in accordance with the latest Swim Ireland Complaints and Disciplinary Procedures.

We require everyone to be aware of safeguarding young people in our sport and ask that all adults involved in any capacity support and help with this.

END

National Children's Officer

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