

PHOTOGRAPHY & FILMING POLICY - MEMBERS

WAVERLEY GYMNASTICS CENTRE



PURPOSE

Waverley Gymnastics Centre (WGC) is committed to providing the highest levels of membership service. This includes protecting members' privacy, promotion of positive behaviours and protecting the health safety and wellbeing of members. By introducing policy and procedures regarding the taking and use of photographs and filming, this policy reiterates WGC's commitment to its members.

All WGC policies exist in conjunction with the Gymnastics Australia [Child Safeguarding Policy](#) and [Member Protection Policy](#).

SCOPE

Photography includes but is not limited to still camera, mobile phone photos and any form of still captured images. Filming includes but is not limited to video, mobile phone video, DVD and any form of moving captured images.

POLICY

Photography/Filming Intent

For parents, guardians or spectators wishing to photograph or film their child or relation, this should be with the intent of celebrating or commemorating their child's achievements/progress and not for critiquing gymnasts ability or performance. Filming should not exceed a time limit of 5 minutes of consecutive recording.

Photography/Filming Consent

Within the registration of a gymnast to WGC, parents'/guardians must complete the terms and conditions via the enrolment parent portal. Within these terms and conditions, consent to use a child's photograph/image/video for WGC related purposes (including, but not limited to the WGC website, WGC social media and collateral, promotional material or staff training) is requested. For those who wish for their child's image to not be taken or used for WGC official purposes, please contact Waverley Gymnastics Centre directly.

If parents/guardians/spectators wish to obtain photographs or short videos of their children for appropriate purposes (EG, celebration of achievements, awards presentations) we ask parents/guardians/spectators to respect the WGC photography policy and the privacy of other participants and their families by only capturing their own child and refraining from including any other participants. Should WGC Staff be alerted to a member taking photographs or filming outside the parameters of this policy, the breach of policy process will be followed.

Parents or guardians are at no time permitted to enter the gym floor to obtain photographs or video footage of any child, including their own, unless prior consent and clearance has been organised with their child's coach or WGC Management. With this exception, parents or guardians are not to enter the gym unless accompanied by a WGC staff member.

Photography/Filming Equipment

With the exception of authorised photographers, tripods, wide camera recording equipment, digital SLR cameras and/or lenses of a professional standard may not be used.

Bathrooms, Toilets and Changerooms

Photography or filming of any kind is prohibited within WGC bathrooms, toilets and change rooms.

Flash Photography/Filming

Due to safety reasons, flash photography is prohibited at any WGC classes or events.

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BREACH OF POLICY

- Photography or filming of children/gymnasts other than their own relation.
- Photography or filming that are revealing or could be considered inappropriate.
- Photography or filming taken within WGC changing areas, bathrooms or toilets.
- Photography or filming captured by spectators outside reasonable boundaries E.g., Filming for more than 5 minutes in length.
- Photography or filming within the gymnastics floor without WGC staff consent/being accompanied by a WGC staff member.

For any breaches or complaints related to this policy please contact the appropriate WGC employee as outlined in the [WGC Questions and Concerns Procedure](#).

The below process is applicable to WGC members, families, and relations in regard to breach of policy.

Offence	1 st Occasion	2 nd Occasion	3 rd Occasion	4 th Occasion
Unsatisfactory conduct	Formal verbal warning	Written warning	Final written warning	Cancellation of family membership
Misconduct	Final written warning	Cancellation of family membership		
Serious misconduct	Cancellation of family membership			

WGC Management retains the right to take in to account the severity of a misconduct and use their discretion accordingly in relation to disciplinary proceedings.

There may be occasions where the conduct of the individual/s is serious enough to by-pass one (or more) of the above steps and move immediately to a first and final written warning or termination.

Unsatisfactory conduct is defined as where the conduct involves a substantial or consistent failure to reach or maintain a reasonable standard of competence and diligence.

Misconduct is defined as a substantial or intentional disregard of the Club/gymnasts interests and or policies.

Serious misconduct is defined as wilful or deliberate behaviour by a member (gymnast, family spectator) that is inconsistent with WGC policies and causes serious and imminent risk to:

- (i) the health or safety of a person; or
- (ii) the reputation, viability or profitability of WGC or the gymnastics community.

If a disciplinary penalty is imposed it will be in line with the procedure outlined above, which may encompass a formal warning, final written warning, or cancellation of membership, and full details will be provided.

As a registered member of a Gymnastics affiliated Club, all members inclusive of gymnasts, families and WGC employees, Committee and volunteers are required to abide by the All WGC policies exist in conjunction with the Gymnastics Australia [Child Safeguarding Policy](#) and [Member Protection Policy](#).

If an individual's behaviour is in direct breach of a child's protection or safeguarding the relevant authorities will be contacted.

POLICY PROMOTION

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This policy is available to all WGC staff, volunteers, gymnasts and relations, and the broader gymnastics community, via the WGC website at <https://www.wgc.org.au/policies/>.

This policy will be communicated to all WGC employees and members by the WGC Child Wellbeing Manager, or in their absence the WGC Director (or delegate), at the beginning of each calendar year.

APPROVAL AND REVIEW

Approved By: Jodie Weir, Vice President, WGC
Review Date: March 2023
Policy Owner: Vice President/ Governance Sub-Committee