



WAVERLEY
Gymnastics Centre

MEDIA POLICY

October 2025

Authorisation

Version	Author	Date	Approved By	Approval Date	Review Date
2	WGC	October 2025	WGC Committee	21.10.2025	October 2027

1. Purpose

Waverley Gymnastics Centre (WGC) is committed to providing an excellent member experience and prioritises member safety and privacy. This includes protecting its members' privacy, safety and well-being by regulating photography and videography and promoting positive behaviours.

In addition to this, WGC photographs and videos its facilities and gymnasts for promotional material. The WGC Media Policy (this Policy) aims to ensure this is conducted in an appropriate manner, which adheres to member privacy preferences.

2. Scope

This Media Policy (this Policy) applies to all individuals who conduct work for, or are connected to WGC in a paid or unpaid capacity, including:

- Committee Members
- Club CEO
- Staff
- WGC judges
- Contractors and sub-contractors
- WGC volunteers
- Spectators, parents and guardians.

For the purposes of this Policy, photography and filming includes (but is not limited to) cameras, mobile phones or any device that can capture and store photographs or videos.

3. Parents, Guardians and Spectators

Parents, guardians or spectators may photograph their child or relation, but must avoid capturing other gymnasts, coaches or WGC staff in the background.

Parents, guardians or spectators may film their child or relation for a maximum of 5 total minutes per training session and are required to avoid capturing other gymnasts, coaches or WGC staff in the background.

Parents, guardians or spectators must not photograph or film a child who is:

- Not their own child, or
- Not related to them, or
- Whom they are not a guardian of.

The only exception to this is if the individual has obtained express permission from the child's parent or guardian.

Should WGC staff be alerted to a parent, guardian or spectator taking photographs or filming outside the parameters of this policy, the individual must delete the images or videos captured, and WGC reserves the right to remove the individual from the premises.

The photography and filming of a gymnast should be done with the intent of celebrating or commemorating their child's achievements/progress and not for critiquing the gymnast's ability or performance.

Parents, guardians or spectators 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 have been organised with WGC Management. This will only be granted in extenuating and exceptional circumstances, and with this pre-approved exception, parents or guardians can only enter the gym when accompanied by a WGC staff member.

If requesting consent for on-the-floor photography and video, for an extenuating and exceptional circumstance, please contact the following:

General Enquiries	Admin Team	admin@wgc.org.au
Educational Gymnastics	Shae Christian	shae@wgc.org.au
Squad Gymnastics	Jessica Mason	jessica@wgc.org.au
Junior Gymnastics	Joan Connor	joan@wgc.org.au

4. WGC Staff

As per the WGC Code of Conduct and this Policy, WGC staff must not photograph or film a WGC gymnast unless:

- Using a WGC provided iPad **AND**
- Photography and filming are for appropriate gymnastics purposes (e.g. training tool) **AND**
- The gymnast has consented to be photographed or filmed for an appropriate gymnastics purpose.

Exceptions

- The gymnast is their child or relation.
- Where a gymnast is at a competition, the coach must on the same day as the event, and within 24 hours, provide media to the WGC Marketing Manager and delete and destroy the media from their personal device as per our [Child Safe Code of Conduct](#).

5. Contractors and Volunteers

As per the WGC Code of Conduct and this Policy, WGC contractors and volunteers must not photograph or film a WGC gymnast unless:

- They have obtained written permission from a WGC Department Leader.

6. Photography and Filming Consent

Consent to use a child's photograph or 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 during initial registration of a gymnast on the parent portal, within the terms and conditions and accepted as part of the WGC membership agreement signed upon joining.

If you do not wish for your child's photograph or video to be taken or used for WGC related purposes, please contact marketing@wgc.org.au via email.

7. Photography and Filming Equipment

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

8. Bathroom, Toilets and Changerooms

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

9. Flash Photography/Filming

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

10. Breach of Policy

- Photography or filming of children/gymnasts other than their own relation.
- Photography or filming that is 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., the total aggregate length of Filming of more than 5 minutes within a training session.
- 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](#).

Following a report or concern, WGC will conduct a fair investigation with the Child Safeguarding Manager and other relevant WGC personnel.

If the report or concern regards a WGC staff member or contractor, WGC will adhere to the [WGC Child Safe Complaints Handling Procedure](#).

WGC may take the following corrective or disciplinary action against an individual in breach of this policy:

- Request for immediate removal of photographs and/or videos from the individual's device.
- If the individual is a parent, guardian or spectator, immediate removal from the WGC facility or a temporary or permanent ban from WGC facilities.
- If the individual is a WGC member, cancellation of their membership.

11. Related Policies and Procedures

Related policies and procedures listed below are documents directly related to, or referenced in, this Policy:

[GA Safeguarding Children and Young People Policy](#)

[WGC Child Safety and Wellbeing Policy](#)

[WGC Child Safe Code of Conduct](#)

[WGC Social Media Policy](#)

12. Version History

Version	Date Amended	Author	Change Details
2	08.10.2025	Olivia G	<ul style="list-style-type: none">• Title changed to Media Policy• Scope reviewed to specify policy application• Separated staff, contractors and volunteers• Updated policy to align with Code of Conduct updates• Breach section updated to align with Complaints Handling process.