

TEK PHOTOGRAPHY POLICY

TEAM ELITE KICKBOXING LIMITED T/A TEK KICKBOXING IS A COMPANY LIMITED BY SHARES, REGISTERED IN ENGLAND & WALES UNDER NUMBER 13693213; ITS REGISTERED ADDRESS IS 71 STATION ROAD, BEESTON, NOTTINGHAM, UNITED KINGDOM, NG9 2AW; ITS TRADING ADDRESS IS 71 STATION ROAD, BEESTON, NOTTINGHAM, UNITED KINGDOM NG9 2AW ITS VAT NUMBER IS 402159925; ITS EMAIL ADDRESS IS INFO@TEAMELITEKICKBOXING.ORG AND TELEPHONE NUMBER IS +44 (0) 7766836153.

INTRODUCTION

TEK HAS A STRONG COMMITMENT TO THE SAFETY OF CHILDREN AND ADULTS AT RISK WHO TAKE PART IN KICKBOXING. TAKING PICTURES AND VIDEOS ARE AN IMPORTANT PART OF SPORTING LIFE AS AN AID TO COACHING, FOR KEEPING A RECORD AND PROMOTING OUR SPORT. WE ARE COMMITTED TO DOING OUR BEST TO ENSURE THAT ANY IMAGERY USED WITHIN TAEKWONDO PROMOTES OUR SPORT IN THE BEST LIGHT.

IT IS NOT OUR INTENTION TO PREVENT PARENTS FROM TAKING PICTURES OF THEIR CHILDREN BUT RATHER TO ENSURE PHOTOGRAPHIC PRACTICES ARE CAREFULLY MONITORED TO ALLOW US TO ACT IN CASES WHERE INAPPROPRIATE IMAGERY IS CIRCULATED AND TO DETER ANYONE WITH UNDESIRABLE INTENTIONS AND IS IN LINE WITH OUR CHILD PROTECTION AND ADULTS AT RISK POLICIES.

THE SAFETY OF THE CHILD/ADULT AT RISK IS PARAMOUNT, AND IN THIS WE NEED TO CREATE SAFE SECURE ENVIRONMENTS IN WHICH OUR PLAYERS CAN TRAIN, COMPETE AND SOCIALISE.

ALTHOUGH RARE, THERE ARE RISKS OF ABUSE ARISING FROM THE MISUSE OF IMAGERY. THESE RISKS INCLUDE:

- THE USE, ADAPTATION, OR COPYING OF IMAGES FOR CHILD ABUSE, EITHER ON THE INTERNET OR IN PRINT.
- THE IDENTIFICATION OF A CHILD WHEN AN IMAGE IS ACCOMPANIED BY SIGNIFICANT PERSONAL INFORMATION, WHICH CAN LEAD TO THE CHILD BEING 'GROOMED'.
- THE IDENTIFICATION AND LOCATION OF CHILDREN FROM IMAGES WHERE THERE ARE SAFEGUARDING CONCERNS. FOR EXAMPLE, WHEN A CHILD:
 - HAS BEEN REMOVED FROM THEIR FAMILY FOR THEIR OWN SAFETY.
 - HAS RESTRICTIONS ON THEIR CONTACT WITH ONE PARENT FOLLOWING A PARENTAL SEPARATION.
 - IS A WITNESS IN CRIMINAL PROCEEDINGS

WE WANT OUR YOUNG PEOPLE TO BE SAFE, SO TEK SCHOOLS MUST COMPLY WITH THE FOLLOWING GUIDELINES:

- NO PHOTOGRAPH, VIDEO CLIP OR OTHER IMAGE OF A YOUNG PERSON INVOLVED IN ANY ASPECT OF KICKBOXING SHOULD BE PUBLISHED WHETHER IN PRINT OR ELECTRONICALLY (E.G. ON A WEBSITE) WITHOUT WRITTEN, INFORMED CONSENT FROM THE YOUNG PERSON CONCERNED AND THEIR PARENT OR GUARDIAN.
- NO PERSONAL INFORMATION, OTHER THAN THEIR NAME AND SCHOOL, SHOULD ACCOMPANY PUBLISHED IMAGES. (PARTICULAR PROVISIONS APPLY IN CONNECTION TO PHOTOGRAPHY AT PUBLIC EVENTS SUCH AS COMPETITIONS AND DISPLAYS BELOW.)
- WHILE SOME EDITING OF IMAGES IS ACCEPTABLE, IMAGES TAKEN OF YOUNG PEOPLE INVOLVED IN KICKBOXING SHOULD NOT BE MODIFIED, MERGED OR MANIPULATED IN A WAY WHICH MIGHT CAUSE EMBARRASSMENT OR DISTRESS TO THE SUBJECT OR CAUSE THE FINAL IMAGE TO BE INAPPROPRIATE
- CARE MUST BE TAKEN TO ENSURE THAT IMAGES OF CHILDREN WHO ARE UNDER A COURT ORDER ARE NOT RECORDED OR PUBLISHED WITHOUT PERMISSION.
- SIMULTANEOUS, LIVE STREAMING OF IMAGES ONTO A WEBSITE SHOULD BE APPROACHED WITH CAUTION AND PRIOR GUIDANCE SHOULD BE SOUGHT FROM TEK. TEK RECOMMENDS PRE-RECORDING AND, WHERE APPROPRIATE, EDITING MATERIAL TO REMOVE ANY INAPPROPRIATE IMAGES BEFORE IT IS PUBLISHED.

WHEN DETERMINING WHETHER IT IS APPROPRIATE TO PUBLISH A PHOTOGRAPH ON A WEBSITE OR ANOTHER FORM OF MEDIA, CONSIDERATION SHOULD BE GIVEN TO BOTH THE POTENTIAL FOR INAPPROPRIATE USE OF AN IMAGE AND THE POSSIBILITY THAT AN INDIVIDUAL COULD MAKE CONTACT WITH A CHILD BY USING ANY PERSONAL AND SCHOOL DETAILS PLACED ON LINE.

THE FOLLOWING STEPS CAN BE TAKEN TO REDUCE THE RISK FROM THE PUBLICATION OF IMAGERY:

- DO NOT USE ANY PERSONAL DETAILS IF IT IS POSSIBLE FROM THE IMAGE TO ASCERTAIN A SPECIFIC LOCATION, OR THERE ARE ANY DETAILS ON YOUR SITE ABOUT THE TRAINING VENUE;
- IF IT IS NOT POSSIBLE TO ASCERTAIN ANY TRAINING OR COMPETITIVE LOCATION, CONSIDER USING A FIRST NAME ONLY NEXT TO AN IMAGE;
- THE DRESS OF A CHILD SHOULD BE CONSIDERED WHEN USING THE PHOTO
- DO NOT USE IMAGES THAT CAN APPEAR STAGED AND POTENTIALLY PROVOCATIVE;
- ALWAYS USE A PARENTAL CONSENT FORM TO REQUEST THE USE OF A CHILD'S IMAGE FOR PUBLICATION. THE PARENT SHOULD BE ENCOURAGED TO DISCUSS THE MATTER WITH THEIR CHILD BEFORE SIGNING A CONSENT FORM.

TEK SHOULD BE INFORMED OF ANY INAPPROPRIATE USE OF IMAGERY ON TEK WEBSITES OR ANY OTHER FORM OF MEDIA, WHICH IS NOT IN KEEPING WITH THIS GUIDANCE. ANYONE DISCOVERING A CHILD'S IMAGE THAT APPEARS TO BE BEING USED ILLEGALLY ONLINE SHOULD REPORT THE MATTER TO CHILD EXPLOITATION AND ONLINE PROTECTION CENTRE (UK) (CEOP), WHO PROVIDE A SINGLE POINT OF CONTACT FOR REPORTING ABUSE OF CHILDREN ONLINE.

USE OF DISCLAIMERS

WHEREVER PRACTICAL, INCLUDE A PROMINENT DISCLAIMER STATING WHO YOU WORK FOR OR ARE AFFILIATED WITH (E.G. MEMBER OF TEK KICKBOXING) AND THAT ANYTHING YOU PUBLISH IS YOUR PERSONAL OPINION AND THAT YOU ARE NOT SPEAKING OFFICIALLY. THIS IS GOOD PRACTICE AND IS ENCOURAGED, BUT DON'T COUNT ON IT TO AVOID TROUBLE -- IT MAY NOT HAVE LEGAL EFFECT.

REASONABLE USE

IF YOU ARE A REPRESENTATIVE OF TEK KICKBOXING, YOU MUST ENSURE THAT YOUR PERSONAL USE OF SOCIAL MEDIA DOES NOT INTERFERE WITH YOUR WORK COMMITMENTS OR PRODUCTIVITY.

RESPECT CONFIDENTIALITY AND SENSITIVITY

WHEN USING SOCIAL MEDIA, YOU MUST MAINTAIN THE PRIVACY OF TEK KICKBOXING CONFIDENTIAL INFORMATION. THIS INCLUDES INFORMATION THAT IS NOT PUBLICLY ACCESSIBLE, WIDELY KNOWN, OR NOT EXPECTED TO BE SHARED OUTSIDE OF TEK KICKBOXING.

REMEMBER, IF YOU ARE ONLINE, YOU ARE ON THE RECORD—MUCH OF THE CONTENT POSTED ONLINE IS PUBLIC AND SEARCHABLE.

WITHIN THE SCOPE OF YOUR AUTHORISATION BY TEK KICKBOXING, IT IS PERFECTLY ACCEPTABLE TO TALK ABOUT TEK KICKBOXING AND HAVE A DIALOGUE WITH THE COMMUNITY, BUT IT IS NOT OKAY TO PUBLISH CONFIDENTIAL INFORMATION OF TEK KICKBOXING. CONFIDENTIAL INFORMATION INCLUDES THINGS SUCH AS DETAILS ABOUT LITIGATION, UNRELEASED PRODUCT INFORMATION AND UNPUBLISHED DETAILS ABOUT OUR COACHING PRACTICES, FINANCIAL INFORMATION AND STUDENT INFORMATION.

WHEN USING SOCIAL MEDIA YOU SHOULD BE CONSIDERATE TO OTHERS AND SHOULD NOT POST INFORMATION WHEN YOU HAVE BEEN ASKED NOT TO, OR WHERE CONSENT HAS NOT BEEN SOUGHT AND GIVEN. YOU MUST ALSO REMOVE INFORMATION ABOUT ANOTHER PERSON IF THAT PERSON ASKS YOU TO DO SO.

PERMISSION

PERMISSION SHOULD ALWAYS BE SOUGHT IF THE USE OR PUBLICATION OF INFORMATION IS NOT INCIDENTAL, BUT DIRECTLY RELATED TO AN INDIVIDUAL. THIS IS PARTICULARLY RELEVANT TO PUBLISHING ANY INFORMATION REGARDING MINORS. IN SUCH CIRCUMSTANCES, PARENTAL OR GUARDIAN CONSENT IS MANDATORY.

COMPLYING WITH APPLICABLE LAWS

DO NOT POST OR LINK TO CONTENT THAT CONTAINS ILLEGAL OR INDECENT CONTENT, INCLUDING DEFAMATORY, VILIFYING OR MISLEADING AND DECEPTIVE CONTENT.

ABIDING BY COPYRIGHT LAWS

IT IS CRITICAL THAT YOU COMPLY WITH THE LAWS GOVERNING COPYRIGHT IN RELATION TO MATERIAL OWNED BY OTHERS AND TEK KICKBOXING'S OWN COPYRIGHTS AND BRANDS. YOU SHOULD NEVER QUOTE OR USE MORE THAN SHORT EXCERPTS OF SOMEONE ELSE'S WORK, AND YOU SHOULD ALWAYS ATTRIBUTE SUCH WORK TO THE ORIGINAL AUTHOR/SOURCE. IT IS GOOD PRACTICE TO LINK TO OTHERS' WORK RATHER THAN REPRODUCE IT.

DISCRIMINATION, SEXUAL HARASSMENT AND BULLYING

THE PUBLIC IN GENERAL, AND TEK KICKBOXING'S EMPLOYEES AND MEMBERS, REFLECT A DIVERSE SET OF CUSTOMS, VALUES AND POINTS OF VIEW.

YOU MUST NOT POST ANY MATERIAL THAT IS OFFENSIVE, HARASSING, DISCRIMINATORY, EMBARRASSING, INTIMIDATING, SEXUALLY EXPLICIT, BULLYING, HATEFUL, RACIST, SEXIST OR OTHERWISE INAPPROPRIATE.

WHEN USING SOCIAL MEDIA YOU MAY ALSO BE BOUND BY TEK KICKBOXING'S VALUES AND ANTIDISCRIMINATION, HARASSMENT AND BULLYING POLICY.

AVOIDING CONTROVERSIAL ISSUES

WITHIN THE SCOPE OF YOUR AUTHORISATION BY TEK KICKBOXING, IF YOU SEE MISREPRESENTATIONS MADE ABOUT TEK KICKBOXING IN THE MEDIA, YOU MAY POINT THAT OUT TO THE RELEVANT AUTHORITY IN TEK KICKBOXING. ALWAYS DO SO WITH RESPECT AND WITH THE FACTS. IF YOU SPEAK ABOUT OTHERS, MAKE SURE WHAT YOU SAY IS BASED ON FACT AND DOES NOT DISCREDIT OR BELITTLE THAT PARTY.

DEALING WITH MISTAKES

IF TEK KICKBOXING MAKES AN ERROR WHILE POSTING ON SOCIAL MEDIA, TEK WILL BE UP FRONT ABOUT THE MISTAKE AND ADDRESS IT QUICKLY. IF TEK CHOOSE TO MODIFY AN EARLIER POST, TEK WILL MAKE IT CLEAR THAT IT HAS DONE SO. IF SOMEONE ACCUSES TEK KICKBOXING OF POSTING SOMETHING IMPROPER (SUCH AS THEIR COPYRIGHTED MATERIAL OR A DEFAMATORY COMMENT ABOUT THEM), TEK WILL ADDRESS IT PROMPTLY AND APPROPRIATELY AND IF NECESSARY, SEEK LEGAL ADVICE.

CONSCIENTIOUS BEHAVIOUR AND AWARENESS OF THE CONSEQUENCES

KEEP IN MIND THAT WHAT YOU WRITE IS YOUR RESPONSIBILITY, AND FAILURE TO ABIDE BY THESE GUIDELINES COULD PUT TEK KICKBOXING AT RISK. YOU SHOULD ALWAYS FOLLOW THE TERMS AND CONDITIONS FOR ANY THIRD-PARTY SITES IN WHICH YOU PARTICIPATE.

BRANDING AND INTELLECTUAL PROPERTY OF TEK KICKBOXING

YOU MUST NOT USE ANY OF TEK'S INTELLECTUAL PROPERTY OR IMAGERY ON YOUR PERSONAL SOCIAL MEDIA WITHOUT PRIOR APPROVAL FROM THE TEK KICKBOXING MANAGEMENT TEAM.

TEK'S INTELLECTUAL PROPERTY INCLUDES BUT IS NOT LIMITED TO:

- TRADEMARKS
- LOGOS
- SLOGANS
- IMAGERY WHICH HAS BEEN POSTED ON TEK KICKBOXING'S AND TEAM BLUE BLOOD'S OFFICIAL SOCIAL MEDIA SITES OR WEBSITE.

YOU MUST NOT CREATE EITHER AN OFFICIAL OR UNOFFICIAL TEK KICKBOXING PRESENCE USING THE ORGANISATION'S TRADEMARKS OR NAME WITHOUT PRIOR APPROVAL FROM TEK KICKBOXING.

YOU MUST NOT IMPLY THAT YOU ARE AUTHORISED TO SPEAK ON BEHALF OF TEK KICKBOXING UNLESS YOU HAVE BEEN GIVEN OFFICIAL AUTHORISATION TO DO SO BY THE TEK KICKBOXING MANAGEMENT TEAM.

WHERE PERMISSION HAS BEEN GRANTED TO CREATE OR ADMINISTER AN OFFICIAL SOCIAL MEDIA PRESENCE FOR TEK KICKBOXING, YOU MUST ADHERE TO THE TEK KICKBOXING BRANDING GUIDELINES.

POLICY BREACHES

BREACHES OF THIS POLICY INCLUDE BUT ARE NOT LIMITED TO:

- USING TEK'S NAME, MOTTO, CREST AND/OR LOGO IN A WAY THAT WOULD RESULT IN A NEGATIVE IMPACT FOR THE ORGANISATION, CLUBS AND/OR ITS MEMBERS.
- POSTING OR SHARING ANY CONTENT THAT IS ABUSIVE, HARASSING, THREATENING, DEMEANING, DEFAMATORY OR LIBELLOUS.
- POSTING OR SHARING ANY CONTENT THAT INCLUDES INSULTING, OBSCENE, OFFENSIVE, PROVOCATIVE OR HATEFUL LANGUAGE.
- POSTING OR SHARING ANY CONTENT, WHICH IF SAID IN PERSON DURING THE PLAYING OF THE GAME WOULD RESULT IN A BREACH OF THE RULES OF THE GAME.
- POSTING OR SHARING ANY CONTENT IN BREACH OF TEK'S ANTIDISCRIMINATION, RACIAL DISCRIMINATION, SEXUAL HARASSMENT OR OTHER SIMILAR POLICY.
- POSTING OR SHARING ANY CONTENT THAT IS A BREACH OF ANY STATE OR COMMONWEALTH LAW.
- POSTING OR SHARING ANY MATERIAL TO OUR SOCIAL MEDIA CHANNELS THAT INFRINGES THE INTELLECTUAL PROPERTY RIGHTS OF OTHERS.
- POSTING OR SHARING MATERIAL THAT BRINGS, OR RISKS BRINGING TEK KICKBOXING, ITS AFFILIATES, ITS SPORT, ITS OFFICIALS, MEMBERS OR SPONSORS INTO DISREPUTE. IN THIS CONTEXT, BRINGING A PERSON OR ORGANISATION INTO DISREPUTE IS TO LOWER THE REPUTATION OF THAT PERSON OR ORGANISATION IN THE EYES OF THE ORDINARY MEMBERS OF THE PUBLIC.

REPORTING A BREACH

IF YOU NOTICE INAPPROPRIATE OR UNLAWFUL CONTENT ONLINE RELATING TO TEK KICKBOXING OR ANY OF ITS MEMBERS, OR CONTENT THAT MAY OTHERWISE HAVE BEEN PUBLISHED IN BREACH OF THIS POLICY, YOU SHOULD REPORT THE CIRCUMSTANCES IMMEDIATELY.

THIS SHOULD BE REPORTED IN ANY OF THE FOLLOWING WAYS:

- IN PERSON TO A MEMBER OF THE TEK KICKBOXING MANAGEMENT TEAM
- VIA EMAIL TO INFO@TEAMELITEKICKBOXING.ORG
- VIA PHONE TO 07752788055

FURTHER INFORMATION ABOUT REPORTING BREACHES

- FOR A COMPLAINT ABOUT THE MISUSE OF SOCIAL MEDIA RELATING TO A MATCH OR COMPETITION THAT OCCURS EITHER PRIOR TO, DURING, OR AFTER A GAME.
- FOR A COMPLAINT ABOUT THE MISUSE OF SOCIAL MEDIA THAT IS GENERAL IN NATURE AND/OR ONGOING AND DOES NOT APPLY TO A PARTICULAR GAME.

INVESTIGATION

ALLEGED BREACHES OF THIS SOCIAL MEDIA POLICY MAY BE INVESTIGATED ACCORDING TO TEK KICKBOXING'S TERMS & CONDITIONS

WHERE IT IS CONSIDERED NECESSARY, TEK KICKBOXING MAY REPORT A BREACH OF THIS SOCIAL MEDIA POLICY TO POLICE.

DISCIPLINARY PROCESS, CONSEQUENCES AND APPEALS

DEPENDING ON THE CIRCUMSTANCES BREACHES OF THIS POLICY MAY BE DEALT WITH IN ACCORDANCE WITH THE DISCIPLINARY PROCEDURE CONTAINED IN THE TEK KICKBOXING DISCIPLINARY PROCEDURE.

EMPLOYEES OF TEK KICKBOXING WHO BREACH THIS POLICY MAY FACE DISCIPLINARY ACTION UP TO AND INCLUDING TERMINATION OF EMPLOYMENT IN ACCORDANCE WITH TEK KICKBOXING'S EMPLOYMENT POLICY.

APPEALS

ANY PERSON WHO IS SANCTIONED UNDER A DISCIPLINARY PROCESS FOR BREACH OF THIS POLICY MAY HAVE A RIGHT OF APPEAL.