

Photography, Videos & Live Streaming Guidance

Purpose

Photography and filming are valuable for both the promotion and celebration of success in orienteering but must never compromise safeguarding.

British Orienteering is committed to safeguarding everyone who participates in orienteering, specifically where photographs and videos may be taken, including drone footage.

This policy applies to everyone who attends orienteering events and/or activities and sets out the safeguarding principles, best practice and steps needed to comply with relevant legislation when taking, using and storing images.

As orienteering events take part in public spaces, there is generally no law against taking photographs, however British Orienteering expects participants, spectators and event officials to follow these guidelines as best practice. Furthermore, photographs, images and videos of an identifiable person are personal information and therefore fall under the General Data Protection Regulations (GDPR) 2018.

This guidance should be read in conjunction with the British Orienteering [Safeguarding Policy for Children](#) and [Adults at Risk](#), [Social Media Policy](#) and [Privacy Policy](#).

The terms images and photos are used throughout and should be taken to include all photographs, still or moving, along with videos and live streaming. Any use of the term 'event' is interchangeable with 'activity'.

General Principles

- Photographs are likely to be taken at orienteering events and activities
- Participants may be photographed or filmed by official event photographers, event officials and/or by other participants and/or spectators.
- Use of photos, videos and images must be positive, appropriate and in line with British Orienteering's values and policies and procedures
- If members have concerns about participants or members of the public taking photos, they are encouraged to inform the event Organiser and/or Welfare Officer in attendance
- When practical, and at events/activities held in private, written consent should be obtained, however British Orienteering recognises that in most cases, this will not be possible.
- Participants will be informed of this Photography policy on registration for an event and again, via notices at the event/activity.
- Individuals may inform the Event Organiser and/or photographer to exercise their right to object to their (or their children's) photographs to be taken or used on Social Media
- Individuals can exercise their right to object at any time
- GDPR requirements must be complied with

Lawful basis

- The lawful basis for holding this personal data is “legitimate interest”
- Taking and sharing photos of people at events helps to promote participation, record history of the community and is exercising freedom of expression
- British Orienteering has carried out a legitimate interest balancing assessment for event photography
- Photographs, images and videos of an identifiable person are personal information and therefore fall under GDPR which must be complied with
- British Orienteering meets its transparency obligations under GDPR by notifying participants in advance, and on the day, that images may be taken and used
- Data subjects have the right to object to their personal data being processed.
- All images will be removed where a valid objection or removal request is made
- When applying legitimate interests to images of children, additional care is taken to ensure the child’s rights and welfare override promotional interests
- British Orienteering has no legal right to stop anyone taking photos in public areas however if concerns are raised, these should be passed onto the Event Organiser, Welfare Officer and/or the British Orienteering Lead Safeguarding Officer (safeguarding@britishorienteering.org.uk or 07891 091 662)

Event/activity photographers

- Photographers should register their attendance with the Event Organiser prior to the event
- Event Officials may also take photographs during the event/activities
- It is the Event Organisers responsibility to brief all official photographers prior to the event on safeguarding expectations, appropriate conduct and of any individuals who have objected to being photographed/filmed.
- Registered photographers and event officials should wear a hi-vis (or alternative) at the event to help identify themselves
- Event officials and photographers must make reasonable efforts to avoid capturing those who have objected.
- Event photographers and officials should transfer photos to the Club/Association once the event is over, they are then encouraged to delete images from personal devices
- Official event photos may be posted on event social media, websites or shared with British Orienteering’s official channels.
- Where possible, use devices and equipment which belongs to your sport, club, activity or organisation (avoid using any personal equipment)

Notification

- Event Organisers must make sure all participants are aware that images will be taken and what they will be used for and give them the opportunity to opt out.
- Attendance of a photographer should be highlighted on registration for the event and in the event/final details, which should highlight the **Right to Object Form** (see [Appendix A](#)) along with details of how and who it should be returned to

- Registered photographers should be named in the pre-event information
- Clear signage should be displayed at events informing attendees that photography or filming may take place, and how to opt out if desired. See [Appendix B](#) for suggested wording.
- Parents, spectators and participants should make themselves familiar with event photography and filming arrangements.

Right to Object

- A “**Right to Object Form**” must be available prior to any event and at event itself
- In addition, any participant who does not want their photograph to be taken may inform the Photographer and/or the Event Organiser at the event.
- A system should be agreed so that the Photographer is clear which individuals should not feature in images or videos before any images are taken. This should be done as discreetly as possible

Non-public environments

- Some orienteering activities take place in non-public or controlled environments, such as indoor venues, private land, schools, or closed training sessions.
- In these settings, participants may have a higher expectation of privacy and it is often practical to obtain consent in advance.
- Where photography or filming is planned in non-public environments, and consent can be easily and freely obtained, British Orienteering will normally rely on **explicit consent** as the lawful basis for capturing and using images.
- This approach does not affect the use of **legitimate interests** for photography at open, public events, where photography is expected and appropriate safeguards are in place.
- Regardless of the lawful basis used, safeguarding principles and the right to object or request removal of images will always apply.
- Where possible, obtain written consent before publishing identifiable images or video, (see [Appendix C – Photography Consent Form](#))
- Consent forms should detail how images will be used, where stored, for how long, and the individual’s right to withdraw consent
- Any individual may withdraw consent at any time
- If the child is over 16 years, then they may give their own consent. However, it’s good practice to inform parents that photographs or videos of their child may be used or shared.
- It is good practice to also obtain consent from all children, regardless of age.

Use of Images

- British Orienteering may display images on the British Orienteering [website](#), in promotional materials and on its official [YouTube](#) and other social media sites.
- British Orienteering may also use the images for educational and development purpose
- Individuals/parents can request removal of images

- Any requests must be taken seriously and actioned as soon as possible.
- Full names should never be used alongside images of children
- Identifying details/images of children (e.g. school uniforms) should be avoided
- Children must not be tagged, identified, or linked to personal profiles on social media posts, and location tagging should be avoided
- Images must be appropriate, respectful and not place individuals at risk
- Close-up or isolated images of children should be avoided unless there is a clear sporting or celebratory context and the child is appropriately dressed and supervised

Personal photos

- Photos taken by parents, carers and spectators are permitted at orienteering events in public spaces but British Orienteering encourages people to be courteous and respect the privacy of others
- Individuals should focus on photographing their own child, family and friends and avoid photographing others without permission
- Identifiable images of others, especially children, shouldn't be posted on social media without permission
- If someone asks a spectator/participant to stop or delete personal photos of their child, British Orienteering suggests responding respectfully.
- British Orienteering has no right to prevent personal photography in public spaces, however, concerns should be raised with the Event Organiser or Welfare Officer (see [Safeguarding Concerns](#) below)
- Photos should never be taken in changing rooms or other private spaces

Live Streaming

- Must be risk-assessed and approved by Event/Activity Organisers
- Live streams must have at least two moderators, use platform safety tools (chat moderation, delay where possible) and have a clear communications plan in case of inappropriate behaviour
- Streaming should be monitored, and inappropriate comments or interactions removed immediately
- Live streaming should avoid focusing on individual children unless essential and approved
- Live streaming of junior events should be avoided unless there is a clear sporting or educational justification

Storing and Sharing Images

- Images must be stored and shared using secure, access-controlled systems
- Images should be retained no longer than two years (unless archived for historical record)
- Refer to British Orienteering's Privacy Policy for transparency on how images are stored, used, and protected

- Images may be retained beyond the standard 2-year period only if archived for historical or legacy purposes (e.g. milestone events, national team archives). This must be documented and justified
- Retention periods do not override the right to erasure. Images will be removed sooner where a valid objection or removal request is made.

Safeguarding Concerns

The Event Organiser (or nominated Welfare Officer) has final responsibility for approving official images before publication or sharing and handling objections or safeguarding concerns.

Alternatively, please contact the British Orienteering Lead Safeguarding Officer (safeguarding@britishorienteering.org.uk or 07891 091 662)

Appendix A - Right to Object Form

Event	
Participant Name	
Parent/Carer Name (if under 18)	
Participants Age Group / Course	
Parents/Carers email	

I object to [Club/Association/British Orienteering] capturing, using or sharing images/video of the above-named participant.

This form MUST be returned to the Event Organiser as soon as possible or, for generic objections, to safeguarding@britishorienteering.org.uk

Participants signature	
Parent's signature (if child under 16)	
Date	

Event organisers will make reasonable efforts to identify and respect participants who object.

Appendix B

Wording to use in event promotion and on registration for events

We are happy to inform you that photographs will be taken at [insert name of the event]. These will be taken by [insert name of registered photographer(s)] along with Event Officials. These images will be used by the [Club/Association] and British Orienteering to promote the sport and celebrate the success of the event.

All images will be taken, used and stored in line with the British Orienteering Photography Guidelines and Privacy Policy, copies of which can be found on the British Orienteering website.

We recognise that some people might object to this, if so, please complete the **Right to Object Form** (Appendix B in the Photography Guidelines) and return it to the Event Organiser prior to the event. Alternatively, please speak to the Event Organiser at the event itself.

Every reasonable effort will be taken to identify and respect participants who object.

Should anyone wish an image to be removed following an event, they should contact [insert event contact details] or safeguarding@britishorienteering.org.uk

Wording to display at events

We are happy to inform you that photographs will be taken at today's event. These will be taken by [insert name of registered photographer(s)] along with Event Officials. These images will be used by the [Club/Association] and British Orienteering to promote the sport and celebrate the success of the event.

All images will be taken, used and stored in line with the British Orienteering Photography Guidelines and Privacy Policy, copies of which can be found on the British Orienteering website.

We recognise that some people might object to this, if so, please complete the **Right to Object Form** available at Event Registration. Alternatively, please speak to the Event Organiser at the event itself.

Every reasonable effort will be taken to identify and respect participants who object.

Should anyone wish an image to be removed following an event, they should contact [insert event contact details] or safeguarding@britishorienteering.org.uk

Appendix C - Photography Consent Form

For non-public or controlled events/activities only

This consent form is used where orienteering activities take place in **non-public or controlled environments**, such as indoor venues, private land, schools, or closed training sessions, where it is practical to obtain consent in advance.

Notes for organisers (not part of the form)

- This form should **only** be used for non-public or controlled activities
- For public events, photography is normally conducted under **legitimate interests**, with advance notice and the right to object
- Completed forms must be stored securely in line with data protection requirements

Event/Activity	
Date(s)	
Location/venue	
Participant Name	
Age (if under 18)	
Club/Association	
Parents/carers name (if under 16)	
Parents/carers email (if under 16)	

I give consent to [British Orienteering/Club/Association] capturing and using images/videos of the participant named above for the following purposes (tick all that apply):

- ☐ Event promotion (website/social media)
- ☐ Training/educational purposes
- ☐ Internal reports/newsletters

I understand:

- Images will be stored securely and accessed only by authorised persons
- Images will normally be retained for no longer than two years, unless archived for legitimate historical or legacy purposes
- Full names of children will not be used alongside images
- Children will not be tagged, identified, or linked to personal profiles on social media
- I may withdraw my consent at any time by contacting the Event Organiser or safeguarding@britishorienteering.org.uk
- Withdrawal of consent will not affect the lawfulness of images used before withdrawal, but no further use will be made

Participants signature	
Parent's signature (if child under 16)	
Date	