

**Scope:** The following policy has been developed to ensure people are aware of the sensitivities around filming and photography as well as being easily identifiable by staff and patrons to having understood the Electronic Device Policy. In the current digital climate there are sensitivities around filming students and children in an Aquatic Environment. However, we believe that a coach should be able to film a student's swimming stroke to provide technical advice or a parent can take a photo of their child playing in the water for the first time.

**Policy:** Please be aware that only under strict circumstances the use of an electronic device to film or photograph can take place at the Gawler Aquatic Centre. Please note that Department of Early Childhood Development have a separate policy in place for their program and Centre management endorses this policy during their operation:

### Photography and Filming at the Gawler Aquatic Centre

1. The use of electronic devices in change room areas is strictly prohibited.
2. The person requesting the use of an electronic device for photography or to film someone must agree and sign the electronic devices consent form available at the Kiosk. During this process the person will show a valid form of ID to a Gawler Aquatic Centre Staff Member and allow for their details to be recorded in our database.
3. Upon signing and agreeing to the terms and conditions the person will be issued with a red wristband which identifies them to the public and staff as having read and understood the terms and conditions of electronic device policy.
4. Anyone without a red wristband taking photos would be asked to cease doing so and asked kindly to comply with the current policy. In suspicious circumstances the person using an electronic device may be asked to show management any photos they have allegedly taken, failure to do so may result in the police being called.

Form at the kiosk will state the following:

By agreeing and signing to the following conditions you are aware that:

- You must provide ID to prove your identity to Gawler Aquatic Staff. Your details will be logged into our database for future reference of any disputes or misuse of electronic devices at the facility.
- The person filmed/photographed is aware they are being photographed
- You agree to wear the allocated red wristband when taking photos or filming
- Photographs taken by parents/coaches should not include other students and/or members of the general public especially where they can be identified.
- Photographs should not include staff members without their verbal permission.
- The person using an electronic device to film or take a photo should show the photos/film they have taken to any staff member upon request.
- The photograph or film taken is for personal use and would not be displayed publicly or via digital media of any platform.
- Photos used for print or social media must complete a written permission has been given by the parent or guardian.

### DECD (School Swimming) Aquatics Program Photography/Filming Policy at the Gawler Aquatic Centre

During the Department of Early Childhood Development (DECD) Swimming Program at the Gawler Aquatic Centre there is strictly **NO photography** or videoing to be taken by any parents, caregivers, grandparents at any time. This includes all electronic devices (cameras, phones, ipads, ipods etc). Any person caught taking photos or videos may be asked to leave the centre. Only DECD school representatives wearing either a yellow or orange high visible vest have the authority to take students photos. Each school representative who is taking photos will need to do so will little disruption to lessons as possible. Representatives will also need to gain permission from any instructor they wish to include in photos.

#### AUTHORITY AND CONFIRMATION

I have read and understood the Electronic Device Policy  
and agree to comply with all such conditions in all respects.

Signature:

Date: