



ATHLETICS WELLINGTON

P O Box 1734, Wellington

Athletics Wellington Events Photography & Videography Policy

Policy Purpose

To safeguard the privacy, safety, and dignity of all athletes participating at Athletics Wellington events **while allowing parents, guardians, coaches, and supporters** to capture their athletes' moments and achievements both in photos and videos. There is a fundamental expectation that photos/videos will only be taken by those who have a legitimate reason for taking the film or photos.

The intent of this policy is to protect participants, deter inappropriate photography, provide a process for Athletics Wellington to investigate any issues or concerns, and outline what will occur if there is a breach.

This policy applies to events organised by, or held under the banner of, Athletics Wellington, it does not apply to events like club nights or commercially run events (but these are encouraged to have their own policies in place and to implement best-practice).

The implementation of this policy is outlined under clause 8.

This policy is adapted from the Sport New Zealand media policy: <https://sportnz.org.nz/resources/media-policy/>

1. Scope

This policy applies to all Athletics Wellington events, including but not limited to competitions, training sessions held at Newtown Park, and other related activities organised by, or on behalf of, Athletics Wellington.

It is the responsibility of the manager for each meet to include photographic consent in the registration form and to advise the approved photographer(s) of any athletes that aren't to have their photos taken or feature in the background of photos or videos.

2. Photography and Videography of one's own child/ren or athletes

2.1 Parents, guardians, coaches, family members, friends, and clubs are permitted to take photos and videos of their own children and athletes (coaches and clubs) during events.

2.2 When photographing or filming one's own child/ren or athletes, inadvertent capturing of other participants in the background is permissible, but the primary focus should remain on one's own child/ren or athlete(s).

2.3 Sharing of such photos or videos on public platforms should be done responsibly, particularly if the children or athletes are under 18 years.

3. Event Photography and Videography

3.1 Any individual wishing to take photos or record videos of the event as a whole, or of multiple participants, must obtain an official Athletics Wellington Photographer/Videographer Pass at least 4 weeks prior to the meet. (This does **not** apply to people taking photos of their own children, coached athletes, club members, or associated school students).

3.2 The Photographer/Videographer Pass must be visibly worn at all times during the event.

3.3 The pass can be granted by the Athletics Wellington General Manager or their designated representative.

3.4 Attendees at the events will be notified that official photographers are present.



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3.5 If any adults, children, or young people express a concern to the photographer or explicitly ask not to be included in event photos, these wishes need to be adhered to.

4. Types of Photographer/Videographer Passes

4.1 Season Pass: This pass allows photography and videography throughout the entire athletic season. It is intended for individuals who regularly cover events and have an established relationship with Athletics Wellington.

4.2 Day Pass: This is a temporary pass granted for a specific event or date. It allows photography and videography only for the duration of that particular event.

5. Application for Photographer/Videographer Pass

5.1 Individuals must submit an application providing details of their intent, association with the event or participants, any relevant credentials, planned usage of the photos, and how people will be able to access them (including whether there will be a charge to do so).

5.2 All applications will be reviewed by the designated authority, and the applicant will be required to be police vetted and may be asked to undergo a background check and/or provide additional documentation if deemed necessary.

5.3 Applications should be sent to: gm@athleticswellington.org.nz

6. Responsibilities of Photographers and Videographers

6.1 They must respect the privacy of participants and refrain from capturing close-up shots or videos without explicit consent.

6.2 They are prohibited from entering restricted areas* without permission.

6.3 They are strictly prohibited from taking photographs or video footage in changing rooms, toilets, and showers.

6.4 No compromising images, such as those of participants not fully clothed or in unusual body positions, are to be retained or shared.

6.5 Any concerns or complaints raised regarding a photographer or videographer's behaviour may result in the immediate revocation of the Photographer/Videographer Pass and potential barring from future events.

*Restricted areas include (but are not limited to):

- warm-up area (with permission only)
- call tents
- officials room
- first aid area
- massage/physio area
- technical and results area
- drug testing room
- other areas as indicated by the Meet Manager

If a photographer is unsure of what is a restricted area, they need to ask the Meet Manager for clarification.



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7. Sharing and Distribution

7.1 Any photos or videos taken should not be used for commercial or promotional purposes without the explicit consent of Athletics Wellington and the individuals captured.

7.2 Distribution or sharing of images or footage on public platforms should be done with caution, ensuring no athlete who has indicated on the registration form that they're not to be photographed is identifiable.

8. Implementation of this policy

8.1 A photographic consent question will be added to the registration form for Athletics Wellington run events.

8.2 Clubs and schools will be encouraged to track their own members'/students' photographic consent and advise Athletics Wellington Meet Managers prior to events taking place if they have participants who do not want to be photographed (as the main subject of the photo or in photos used for online or promotional purposes).

8.3 Photographic permission does not apply to wide-angle, general event photographs.

8.4 Where imagery is permitted, all attendees will be informed either via advance notice, signage and/or both that imagery is permitted and who to contact should they have any concerns.

8.5 Official photographers will be identifiable at events through the wearing of an official lanyard. Participants who do not want to be photographed are encouraged to make themselves known to the photographer(s) so they know what you're wearing/what you look like/bib number.

9. Storage of photos

9.1 Photographs or recordings must be kept secure and not shared unless the purpose the image was taken for is in accordance with the consent provided.

9.2 Hard copies must be kept in a locked cupboard or drawer.

9.3 Photographs and recordings must not be stored on personal computers, laptops, memory sticks, memory cards or cell phones, without legitimate reason.

9.4 Consideration should be given to the length of time photos/videos are stored by clubs, coaches, and Athletics Wellington accredited photographers e.g. no longer than 36 months (unless they're required for an identified specific purpose).

10. Reporting a breach

Any concerns or potential breaches should be reported to safesport@athleticswellington.org.nz and/or gm@athleticswellington.org.nz

Any reporting will be in confidence.

11. Consequences of a Policy Breach

Any reported breaches or concerns will be raised with the Athletics Wellington Board. Depending on the severity the following actions will be considered:

- Suspension for an event or season
- A trespass notice may be issued



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- Athletics New Zealand may be consulted
- The NZ Sport and Recreation Integrity Commission may be consulted
- The Police may be contacted

12. Policy Review and Updates

This policy will be reviewed annually or as deemed necessary by the Athletics Wellington board to ensure its relevance and effectiveness.

Updated 30 April 2024

Policy approved on: (date) 17 June 2024

Review date: Annually