

1. PHOTOGRAPHY and FILMING CONSENT FORM

This consent form is intended to capture consent for imagery of children. In accordance with our photography and filming policy we will not permit photographs, video or other images of children (anyone under 18) to be taken *during* a Sevenoaks Tennis Centre event or activity (other than videos taken by an STC coach for training purposes at the Sennocke).

Sevenoaks Tennis Centre will take all steps to ensure photographs sent to us by a parent or carer of a child *following completion* of a tennis event (at the STC or elsewhere) are used solely for the purposes they are intended which are as follows: for display on the centre’s website and/or social media pages to celebrate their success or participation in a tennis event.

If you become aware that these images are being used inappropriately you should inform Sevenoaks Tennis Centre immediately.

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| *To be completed by parent / carer /legal guardian and child:*I give permission to Sevenoaks Tennis Centre for (tick to confirm consent) * my child’s photograph supplied by me to be displayed on the STC website
* my child’s photograph supplied by me to be used on any STC social media pages
* (for children who train at the Sennocke) my child to be videoed for training purposes

 by an STC coach and the video to be uploaded onto an STC social media page For the duration of 2 years |
| *To be completed by parent/carer/legal guardian and child:*I understand (tick to confirm consent):* and will comply with the STC photography and filming policy
* the potential risks associated with the use and distribution of images
* how images or videos will be stored by the STC and how long for
* that if I withdraw consent for my child’s image to be used or shared in the future, it may

 not be possible to remove images that have already been published * that I must gain permission before sharing photographs/videos of other people’s children

on social media  |

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| **Print name of parent/ carer/legal guardian:** |  |
| **Signature:** |  |
| **Date:** |  |

1. Acceptable use statement for internet and social media use

***Sevenoaks Tennis Centre*** understands the importance of online communication for children’s development. However, we recognise that relevant safeguards need to be put in place to ensure children remain safe while online or using social media.

We ask that all parents/carers /legal guardians spend a few minutes to read through and discuss this statement with their child and then sign and return this form to Helene Jackson at Sevenoaks Tennis Centre.

* I will be responsible for my behaviour when using the internet and social media at Sevenoaks Tennis Centre (and whilst involved in activities/trips organised by the tennis centre), including the content I access and how I conduct myself.
* I will not deliberately create, browse or access material that could be considered offensive, inappropriate or illegal. If I accidentally come across any such material, I will report this to a member of staff (such as a Coach or Captain or the Manager (Helene Jackson) or the Welfare Officer (Brigid Breslin Hancock)). I understand that my electronic devices may need to be temporarily confiscated if I am found to have deliberately accessed such material.
* I will not use social media or the internet to send anyone data, images or other material which could be considered inappropriate, threatening, offensive, upsetting, bullying or illegal.
* I will ensure any messages I send to coaches, volunteers or other members of staff are about my tennis activity and nothing else.
* I understand that all my use of internet and social media is potentially visible to everyone and that any issues involving my behaviour online may be addressed by my coach or other staff or the Manager.
* I will not give out any of my personal information (such as name, age, address or telephone number online), or that of anyone else.
* I will not share my passwords with anyone else.
* I will not arrange to meet someone that I have met online unless accompanied by an authorised member of staff or parent/carer.
* I understand that these rules are designed to keep me safe, and if they are not followed my parent/carer /legal guardian may be contacted.
* I will avoid using my mobile, tablet or any device during tennis activities as I understand that it will have an impact on my safety and my opportunity to learn and achieve.
* I am aware that if I am experiencing bullying behaviour or abuse online, I can contact Brigid Breslin Hancock, Welfare Officer on 07407 783228**.**
* I know I can contact Childline on 0800 11 11 if I have any worries about something I’ve seen or experienced online.

We have discussed this statement and ……………………………………………..……...(*Insert child’s name*) agrees to support the safe use of the internet and social media at Sevenoaks Tennis Centre.

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| **Parent/carer/legal guardian’s name:** |  |
| **Parent’s/carer’s/legal guardian’s signature:****Date:** |  |
| **Child’s name:** |  |
| **Child’s signature:****Date:** |  |