



Kidlington Camera Club Photo Group

Policy for Protection of Vulnerable Individuals

The Kidlington Camera Club and Photo Group (KCCPG) welcomes everyone with an interest in photography to become a member of the group, and also welcomes ad hoc visitors. This includes young people (14 years old and above) and vulnerable adults. The KCCPG has a constitution outlining its activities, overall policies and competition guidance. We also have a duty of care to young people and vulnerable adults, however, and in order to safeguard the interests of all members, the following policy will apply and will be promulgated to members at meetings, as well as being displayed on our website.

We expect all members of the club to treat their fellow members, of any age, with courtesy; we do not condone the use of bad language or any other offensive behaviour. We expect that all our Club Members and visitors will be treated with respect, consideration and dignity.

The KCCPG will not allow images of a suggestive, indecent or extremely disturbing nature to be displayed at Club activities, including competition entries, nor will we organise activities that may allow the taking of such images.

Membership of the Club is open to those who are at least 14 years of age. Junior Membership applies to those between 14 and 18, and adult membership for those who are 18+. Junior members may only join the KCCPG provided that their parent or legal guardian has given their written approval – see appendices below – and are responsible for their safe passage to and from meetings. Parents or legal guardians who do not accompany their child to meetings/outings are required to nominate members of the committee to be responsible for their safety and welfare during the meetings.

Similarly, vulnerable individuals are welcome with the same proviso that written authority is obtained where possible from their carer if they have one.

All KCCPG activities will have at least one Committee Member present who is familiar with this policy, and who will be responsible for the safety of vulnerable individuals for that evening and ensuring that activities do not contravene it.

Before vulnerable individuals attend portrait sessions, or events when photographs are taken of members (for instance during workshops, or outdoor events), the KCCPG will require their parent/guardian/carer to provide written permission agreeing that they can take part in this activity. If the activity is organised by an

external agency, then a Committee Member should ensure that the organiser is aware of our policy and complies with it.

In addition to the point above, we agree that before any photograph including a vulnerable individual is published on our website, or used for advertising or other similar purposes, their parent/guardian/carer written permission to use it must be obtained.

No vulnerable individual should be left alone with less than two (other) adults.

No adult member of the club should give a lift to a vulnerable individual without permission from their parent or guardian.

Care should be taken in supervising vulnerable individuals using equipment during workshops, ensuring that health and safety aspects are followed.

Any club member who is concerned that

- any elements of this policy are being contravened, or
- if they suspect there are reasons for concern about abuse of a vulnerable individual member

should contact the Chairman, or in his/her absence, any member of the Committee to discuss this, noting the need to maintain confidentiality in such matters. The Committee will undertake to handle such concerns appropriately.

Appendix 1

Authority to join the KCCPG

As parent/guardian/carer for, I confirm that I have read the Policy for Protection of Vulnerable Individuals. I agree to him/her joining KCC Photo Group and taking part in the Club activities either accompanied at all times by myself/or supervised by a Committee Member.

I understand that if I attend meetings in this capacity, I am not required to join the Club but would be expected to pay the weekly fee that all attendees pay each time they attend.

I understand that I am responsible for ensuring that travels safely to and from meetings of the Club.

Signed (Parent/Guardian/Carer)