

ACS Position Statement on the Management of Student Images

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Responsible person	Michelle Sheehan	Scheduled review date	6 November 2024

The ACS arranges for action photographs and video images to be taken for promotional purposes during its sporting events including but not limited to:

- weekly sport;
- Athletics;
- Cross Country;
- Swimming Championships; and
- special events such as the All Stars Presentations, Chess, Public Speaking and “Premiers All Schools” events.

These images may appear on the ACS website, our social media platforms, event programs and other printed or digital materials.

Prior to publishing any student images, ACS will make enquiries with the applicable member school(s) to ensure that parents/guardians have consented to these images being published.

The ACS contracts “Pure Sport Images” to photograph our sport programs and events. All photographers wear a ‘hi-vis’ vest with the company name to identify them. Schools are notified in advance when photographers are scheduled to attend sports or events. All images are made available to member schools for their individual school use. Member schools may choose to direct their staff to take additional images on behalf of the member school and in accordance with their applicable policies, provided such staff wear clothing which clearly identifies their school.

Should a parent/guardian of a student request (including through their member school) that a student’s photo be removed from the ACS website or social media platform, the ACS will comply with such request.

Students may be referenced by their first and second name and school in ACS printed materials such as championship programs, All Stars Presentations programs and other special event materials.

When using an image of a student on the ACS website or social media platforms, students will be referenced only by their first name and school unless the student’s parent/guardian has specifically consented to having their full name published. ACS will not publish any other personal information about the student, such as address, email address or telephone number.

ACS will only use images of students that are relevant to and promote participation in sport.

In order to respect privacy and reduce the risk of inappropriate or illegal use of images, the ACS does not allow the use of electronic devices with imaging capability such as phones, videos or cameras in change room facilities, showers or toilets which are used in relation to ACS sport and events.

ACS requests that family members remain mindful when photographing or filming their children at ACS events that they do not take images or video of other students or post such images or video to social media platforms unless they have the parental consent of the student.

Process for Management of ACS Student Images

ACS respects the right of ACS member schools, students and parents to consent to the disclosure of student images. ACS will generally use images to celebrate and highlight achievements of students, and to promote participation in ACS activities and events.

ACS requests that member schools include ACS in their official forms to obtain parent/guardian consent to take and use student images, in order to extend such consent to ACS during ACS activities and events. This will streamline and ensure ACS' compliance with the consent process.

Process: The ACS's standard approach to seeking consent

1. Prior to publishing any student images or videos ACS will ensure, through enquiries with the applicable member school, that parents/guardians have provided appropriate consent.
2. ACS engages Pure Sport Images (PSI) to photograph weekly sport, championships and other activities or events.
 - a. PSI will provide each member school access to download high resolution digital images of their students from an assigned Dropbox folder and there will be a selection of group shots from the three championships which will include students from other member schools.
 - b. Member schools may choose to use these images, for example for promotional or celebratory purposes (subject to appropriate parent/guardian consent having been obtained).
 - c. Where a member school's students are included in an image which also captures one or more students from a second member school, consent should be sought from the second member school before publishing the image.
 - d. Parents/families may purchase images directly from PSI after the event however they should contact their school first to arrange access to the password protected photography gallery on the PSI website.

Arrangements with Pure Sport Images for photographing ACS Championships and Weekly Sport:

3. ACS will arrange for PSI to photograph each member school at least twice during the senior winter season and once during the senior summer season across as many sports as possible, although ACS acknowledges it may not be possible to cover every sport due to isolated venues and costs. Should member schools wish to have all sports covered this can be arranged by a specific request through ACS or directly with PSI.
4. Costs are shared between the two member schools being photographed and will be invoiced by ACS after Term 1 and into Term 4.

**Note: Photographic coverage of Year 7 – 9 summer and winter sport and all grand finals will not be automatically arranged by the ACS however member schools may request photographers through ACS or contact PSI directly by giving at least 3 weeks' notice prior to the date.*
5. ACS will arrange for PSI to photograph every member school during Swimming, Athletics and Cross-Country Championships.
 - a. Each member school will receive a selection of around 100 shots of their student athletes, including group shots such as the start of events and the presentations, via the assigned Dropbox folder. The winning school will receive a selection of 6-12 images within 24-48 hours of the event with all images being available within seven days.
 - b. Member schools must provide at least two email addresses for access to the assigned Dropbox folder. This Dropbox folder remains the property of PSI therefore member schools will need to download the images for their own use. ACS understands that PSI will retain the images in the assigned Dropbox folders for 12 months only.