**WDSSC TABLE OF IMAGE/VIDEO MEDIA USAGES**

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| --- | --- | --- | --- | --- | --- | --- |
| WHEN would media of club athletes be created? | WHY/WHAT would the media be used for? | WHO would film the media? | WHO would view the media? | WHERE would the media be stored? | HOW LONG would the media be stored? | *E.g.* |
| Training sessions  INDIVIDUALS | To provide immediate feedback and corrections to the athlete or to monitor progress | Session Coach or Parent/Guardian | Club coaching staff, individual athlete and their parent/guardian | Password protected club device or athlete’s own device | Deleted once the training goal has expired | *A coach might film an individual athlete performing move/figure, show the athlete then delete footage after the session.* |
| Training sessions  GROUPS | To provide immediate feedback and corrections to the athletes or to monitor progress | Session Coach or Named club personal | Club coaching staff, group athletes and their parents/guardians | Password protected club device or club dropbox | Deleted once the training goal has expired | *A coach might film a team routine practise, ask the athletes to review this at home then delete after the competition/event.* |
| Training sessions  SPECIAL CASES | To provide examples of good technique/ accurate choreography | Session Coach or Named club personal | Club coaching staff, any club athlete, wider synchro community e.g. learning resources | Password protected club device or club dropbox | Permission sought from athlete/parents/guardians for long term storage and use | *A coach might film an individual or group performing to a high standard then seek permission to retain the video for use on a judges training course.* |
| Competition, Gala or Event  ANY | To document the occasion for reflection and/or club promotion | Club Coaches, Named club personal or Event staff/official photographers | Anyone | Password protected club device, club dropbox or club social media accounts | Permission sought from athlete/parents/guardians for long term storage and use as per club policies\* LINK | *The club might submit photos from a recent competition into a local newspaper to celebrate the club’s success* |