

Photography Policy

Halo controls the use of photographic/recording equipment under guidelines to, where reasonably possible, restrict the potential for misuse.

In all cases where Halo has allowed photography, the personal preferences of any subjects take precedence. Halo takes a zero tolerance approach to reports of inappropriate photography and will not hesitate to call on the police or other authorities to resolve issues.

What's allowed?

- Any and all photographs taken for non-commercial personal reasons provided they do not break any of the 'What's not allowed?' rules. Customers must respect the preferences of other customers and staff when taking photos.
- Appropriate photography is encouraged in the following areas: the gym, group exercise classes, golf course, indoor climbing, toning suite, sports hall, spectator areas, corridors, cafe, social areas.
- Photography at private birthday parties. (It is for the hirer to seek consent from all parents and subjects.)
- Photos taken for publicity purposes by Halo - following verbal consent from the subject(s).
- Halo or other authorised parties may carry out photography and/or video recording in the centres, which may feature guests.

What's not allowed?

- Public photography including selfies is explicitly **BANNED** at all times and under any circumstances in:
 - All changing areas
 - In the health suite including sauna, sunbed, steam room, spa pool
 - In public swimming and hydropool sessions
 - Toilets
- Photography of people where the subject is taking part in activities where parents/carers are not in direct supervision and Halo is acting in a parental capacity, including all swimming and sports lessons.
- Unauthorised photography where the subject(s) is not aware of and/or has not given their full and informed consent.
- No camera, video camera, sound recording equipment or other photographic apparatus may be brought onto the premises for commercial purposes without advance written permission from Halo.
- Halo may on demand have access to customer photographs and video footage and request that certain photographs and/or footage are deleted if they are deemed to be offensive to or infringe the privacy of other guests and/or staff.
- Guests are encouraged to bring to the attention of staff any photography which is unauthorised or inappropriate in their opinion.

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Signage

- A single photography notice informs customers that photography is permitted in designated areas at the entrance to the centre.
- Allowed area signage - friendly signs are posted in areas where photography is allowed.
- Banned area signage - strict signs are posted in areas where photography is not allowed.
- Changeable area signage - for areas where photography is sometimes permitted and not at other times, a temporary sign is placed during the activities.

Sports Club Bookings

- Sports Clubs making private use of the centre's facilities are required to maintain their own photography policy and will confirm to the centre management that they have systems in place to protect children and vulnerable people.

Approaching Customers

This is a sensitive area, which has the potential to upset and offend customers.

Any customer found using photographic equipment in unauthorised areas/activities is politely and sensitively dealt with on the assumption that their motives are entirely innocent and that they are genuinely unaware of the rules. Staff awareness is crucial to the success of these control measures.

When a member of staff identifies a customer with a camera or mobile phone in unauthorised areas/activities, they bring it to the attention of the Duty Manager immediately.

Awareness training is included in the annual training plan and forms part of the induction programme for all new employees.

Related Documents

- Photo Consent
- Photography Notice
- NSPCC Children in Sport Unit - *Guidance on photographing and videoing children in sport*