



PORT TALBOT WHEELERS C.C.



FOUNDED 1926

Social Media & Photography Policy

Purpose

This policy outlines how Port Talbot Wheelers manages social media use and the taking and sharing of photographs and videos to ensure a safe, respectful, and positive environment for all members.

Scope

This policy applies to all club social media platforms, messaging groups, and any images or videos taken at club activities.

Principles

- The welfare of children and adults at risk is paramount.
- Online content must always be respectful, inclusive, and appropriate.
- Photographs and videos must be handled with transparency and consent.

Social Media Guidelines

Club Responsibilities:

- Maintain and monitor official club channels.
- Ensuring shared content reflects club values and safeguarding practices.
- Remove inappropriate content and act on concerns promptly.

Member Responsibilities:

- Treat all members respectfully online.
- Avoid sharing sensitive information about others.
- Report concerns to the Event organiser, Club Welfare Officer, or Committee Member .

Communication with Young Riders:

- No private one-to-one messaging between adults and under-18s.
- Communication must go through parents/guardians or official channels.

Photography & Video Policy

Consent:

- The club does take photographs and videos for promotional and community purposes.
- Parents/guardians or adult members must notify the event organizer, a committee member or Club welfare officer as appropriate if they do NOT consent to photographs or videos being taken or published of their children.

Safeguarding Rules:

- Images must be appropriate and never place a child at risk.
- No personal details (with the exception of the name of the individual) will accompany images.
- No real-time posting identifying junior members' locations.



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Storage & Retention:

- Images are part of the history of the club and may be retained indefinitely
- Members may request removal at any time.

Expected Conduct

- Members must seek permission from the event organiser or committee before posting photos of others, especially children.
- WhatsApp groups are for ride information, safety, and community support—not debate or criticism.

Reporting

Concerns about online behaviour or use of images must be reported immediately. Reports can be made via the event organiser, committee or the Club Welfare officer

Review

This policy will be reviewed annually or sooner if guidance changes.

Signed on behalf of the Committee

L.J. Thomas: Honorary Secretary

Louise Morris-Stott: Club Welfare Officer

Date	Issue no	
23/02/2026	1	First issue is having removed Photography and social media from the safeguarding policy