

# PROCESS FOR ITF TOURNAMENT SUPERVISORS, COACHES AND PARENTS/LEGAL GUARDIANS ON VIDEO RECORDING OF PLAYERS AGED UNDER 18 FOR PERFORMANCE ANALYSIS

## Introduction

Video analysis in sport is now used extensively in many areas such as post event performance reviews, technique and skills correction, post injury rehabilitation and surveillance, injury prevention and overall player and coach performance development.

This guidance clarifies the process for anyone who intends to record matches of players aged under 18 years for performance analysis at ITF Competitions.

It should be read as applicable in conjunction with (or the equivalent in place from time to time):

- Regulation 64 (Player Images) and Appendix M (Data Rights) of the ITF World Tennis Tour Juniors Regulations;
- Regulation 25(b)(ii) (Publicity/Promotion & Player Images) and Appendix F (Data Rights) of the ITF Junior Team Regulations;
- Part 1: General Rule Book, Section A, Regulation 4.2 - 4.4 (Personal Data), Regulation 30 (Images and Video of Juniors), Appendix J (Player Recording of Matches), and Appendix C (Data Rights) of the ITF Wheelchair Tennis Competition Regulations;
- Section E (Rules and Regulations of the Tour), Regulation 2.d (Publicity and Promotion) and Appendix C (Media, Commercial and Data Rights) of the ITF Beach Tennis Regulations;
- Section E (Rules and Regulations of Junior Tour), Paragraph 2.d (Publicity and Promotion) and Appendix C (Data Rights) of the ITF Beach Tennis Junior Tour Regulations;
- Article III (Men's ITF World Tennis Tour Tournaments), Section K (Junior Player Images), Section M (Player Recording of Matches) and Article XI (Data Rights) of the ITF Men's World Tennis Tour Regulations;
- Article III (Women's ITF World Tennis Tour Tournaments), Section K (Junior Player Images), Section M (Player Recording of Matches), and Section XI (Data Rights) of the ITF Women's World Tennis Tour Regulations;
- Appendix F (Media, Commercial and Data Rights) and Appendix G (PAT Data Rights) of the ITF World Tennis Tour Men's and Women's Regulations;

and in all cases Section 17 (Additional Risks for Children Aged Under 18, Images and Videos of Children) of the ITF Safeguarding Children Policy, (together, the "**Regulations**").

## Recording Procedures

- i. Before any recording can take place the Parent/Legal Guardian (or their Designee) of the initiating player must give written consent using the form at Appendix A (PERFORMANCE ANALYSIS VIDEO CONSENT FORM (Under 18's)) (the "**Form**") to the person intending to make the recording (the "**Recording Person**").
- ii. The Opponent and their Parent/Legal Guardian (or their Designee) must then be notified by the Recording Person of the intention to record the match for performance analysis purposes and the Opponent's Parent/Legal Guardian (or their Designee) will give written consent using the Form.

- iii. The Form must then be presented to the ITF Tournament Supervisor (or his/her Designee) by the Recording Person before the match commences. The ITF Tournament Supervisor (or his/her Designee) will endorse and retain the completed Form as a record of authorisation.
- iv. The Opponent and/or their Parent/Legal Guardian (or their Designee) may withdraw consent to the recording at any time by notifying the ITF Tournament Supervisor (or his/her Designee).
- v. At the conclusion of the tournament, the ITF Tournament Supervisor will forward the completed Form to the ITF where they will be retained for a period of one (1) year, after which time it will be destroyed.
- vi. The full content of the recording must be made available to the Opponent and/or their Parent/Legal Guardian (or their Designee) as soon as practicable after the match.

### Conditions of Recording

- i. Recording may only take place once the ITF Tournament Supervisor has given their authorisation.
- ii. The authorised recording for performance analysis shall not be used to determine or dispute any decision made by an Official in relation to the officiating or outcome of a match.
- iii. During the match, if the Opponent and/or the Parent/Legal Guardian (or their Designee) withdraws their consent to the recording, the ITF Tournament Supervisor shall order recording to cease and the recording to be deleted.
- iv. All decisions made by the ITF Tournament Supervisor will be final and not subject to appeal.
- v. The recording must not be shared or posted in whole or part, including online, other than in accordance with the terms of the Regulations and this guidance (including but not limited to the Recording Procedures and the Conditions of Recordings).
- vi. The ITF shall not be responsible for the use, dissemination, retention or disposal of any video, in whole or part, recorded for the purpose of performance analysis permitted in accordance with the Regulations.
- vii. Any recording/video should be stored securely to avoid inappropriate or unauthorised use and deleted when it is no longer required for performance analysis and coaching purposes.
- viii. Failure to comply with the Recording Procedures and/or the Conditions of Recording and/or the Form shall be considered a breach of the applicable provision(s) within the Regulations, and the person responsible may be subject to disciplinary proceedings.
- ix. The ITF will investigate all facts concerning any alleged failure to comply with the Recording Procedures and/or the Conditions of Recording and/or the Form. Any relevant person(s) must cooperate fully with such investigations. The ITF may make a written demand to furnish to the ITF any information as part of such investigations, including (without limitation) requiring the Recording Person to provide a copy of the full content of the recording and/or to provide a written statement setting forth his/her knowledge of the relevant facts and circumstances. Any such information must be supplied to the ITF within the deadline specified by the ITF.
- x. Any technology that has the capacity to provide real-time, or close to real-time, performance analysis (for example, a smartphone with a ball tracking application installed) requires approval by the ITF as Player Analysis Technology (as described in Rule 31 of the Rules of Tennis). A list of approved Player Analysis Technology products can be found on the ITF website ([here](#)).
- xi. All performance analysis data derived from the recording are subject to the applicable 'Data Rights' provision(s) within the Regulations.

## APPENDIX A - PERFORMANCE ANALYSIS VIDEO CONSENT FORM (UNDER 18) (THE “FORM”)

### Declaration of the Initiating Player’s Parent/Legal Guardian (or their Designee)

Name of Parent/Legal Guardian (or their Designee) giving consent:	
Parent/Legal Guardian’s email address and telephone:	
Parent/Legal Guardian’s Designee’s email address and telephone (if applicable):	
Parent/Legal Guardian’s Designee’s Relationship to Child (if applicable):	
Name of Child:	
Age of Child:	
National Association:	
Tournament:	

I hereby give my consent for (insert the name of person recording) \_\_\_\_\_ to record video footage (the “**Content**”) of the above-named child’s match at the Tournament (the “**Match**”), sanctioned by the ITF and the National Association (stated above), for the purposes of performance analysis and as an aid to coaching.

By signing this Form, I confirm that I am the Parent/Legal Guardian of the above-named child or, if applicable, that I have been granted authority to sign this Form by the child’s Parent/Legal Guardian as their nominated Designee. I further confirm my understanding that I am a Covered Person for the purposes of the Regulations.

By signing this Form, I also confirm that I have been provided with the document titled ‘*PROCESS FOR ITF TOURNAMENT SUPERVISORS, COACHES AND PARENTS/LEGAL GUARDIANS ON VIDEO RECORDING OF PLAYERS AGED UNDER 18 FOR PERFORMANCE ANALYSIS*’ (as published on the ITF website), and that I have read, understood, and agree to its contents, including, but not limited to, the Recording Procedures and the Conditions of Recording.

I understand that the Content is recorded subject to the following conditions:

- The Opponent and their Parent/Legal Guardian (or their Designee) must be notified of the intention to record before the Match commences;
- The Parent/Legal Guardian (or their Designee) of the Opponent must consent to the recording by signing this Form;
- The Parent/Legal Guardian (or their Designee) of the Opponent will be entitled to a copy of the full recording;
- The ITF Tournament Supervisor will authorise the recording by completing this Form;
- The full content of the Match recording will be made available to the Opponent and/or their Parent/Legal Guardian (or their Designee) as soon as practicable after the Match; and

- At the conclusion of the Tournament, the ITF Tournament Supervisor will forward the completed Form to the ITF. The ITF will retain the Form for a period of one (1) year, after which time it will be destroyed.

### Protection and Security of your Personal Information

I understand that the ITF is not responsible for the dissemination, retention or disposal of any video, in whole or part, recorded for the purpose of performance analysis as permitted under the Regulations.

Parent/Legal Guardian/Designee's Signature:	
Date:	

### Declaration of Person Recording

I hereby give notice of my intention to record video footage (the "**Content**") of \_\_\_\_\_ during their Match against \_\_\_\_\_ sanctioned by the ITF and the National Association (stated above) solely for the purposes of performance analysis, and as an aid to coaching.

I understand that the Content being recorded is subject to the following conditions:

- I must notify the ITF Tournament Supervisor, the Opponent and their Parent/Legal Guardian (or their Designee) of my intention to record before the Match commences;
- The Parent/Legal Guardian (or their Designee) of the Opponent must sign this Form to consent to the recording of the Match;
- The Opponent and their Parent/Legal Guardian (or their Designee) of the Opponent must be notified of their entitlement to a copy of the full recording;
- The Opponent and/or their Parent/Legal Guardian (or their Designee) may withdraw consent to the recording at any time during the Match by notifying the ITF Tournament Supervisor;
- The completed Form must be handed to the ITF Tournament Supervisor before the Match commences;
- Recording cannot commence until the ITF Tournament Supervisor authorises the recording in writing via this Form;
- The ITF Tournament Supervisor will forward the completed Form to the ITF who will retain it for a period of one (1) year, after which time it will be destroyed;
- I will make a copy of the full recording available to the Opponent and/or their Parent/Legal Guardian (or their Designee) as soon as practicable after the Match; and
- The recording will only be used for the purposes of performance analysis and will not be shared or posted in whole or part, including online, other than in accordance with the Regulations.

By signing this Form, I confirm that I have been provided with the document titled '*PROCESS FOR ITF TOURNAMENT SUPERVISORS, COACHES AND PARENTS/LEGAL GUARDIANS ON VIDEO RECORDING OF PLAYERS AGED UNDER 18 FOR PERFORMANCE ANALYSIS*' (as published on the ITF website), and that I have read, understood, and agree to its contents, including, but not limited to, the Recording Procedures and the Conditions of Recording. I further confirm my understanding that I am a Covered Person for the purposes of the Regulations.

Signature:	
Date:	

### Declaration of Opponent's Parent/Legal Guardian (or their Designee)

Name of Parent/Legal Guardian (or their Designee) giving consent:	
Parent/Legal Guardian's email address and telephone:	
Parent/Legal Guardian's Designee's email address and telephone (if applicable):	
Parent/Legal Guardian's Designee's Relationship to Child (if applicable):	
Name of Child:	
Age of Child:	
National Association:	
Tournament:	

I hereby give my consent for \_\_\_\_\_ to record video footage (the "Content") of the above-named child's Match sanctioned by the ITF and the National Association (stated above) for the purposes of performance analysis, and as an aid to coaching.

By signing this Form, I confirm that I am the Parent/Legal Guardian of the above-named child, or, if applicable, that I have been granted the authority to sign this Form by the child's Parent/Legal Guardian as their nominated Designee. I further confirm my understanding that I am a Covered Person for the purposes of the Regulations.

By signing this Form, I also that I have been provided with the document titled 'PROCESS FOR ITF TOURNAMENT SUPERVISORS, COACHES AND PARENTS/LEGAL GUARDIANS ON VIDEO RECORDING OF PLAYERS AGED UNDER 18 FOR PERFORMANCE ANALYSIS' (as published on the ITF website), and that I have read, understood, and agree to its contents, including, but not limited to, the Recording Procedures and the Conditions of Recording.

I understand that the Content is recorded subject to the following conditions:

- Notification of the intention to record must be made to the ITF Tournament Supervisor using this Form;
- We, as the Opponent and Parent/Legal Guardian (or their Designee), may withdraw consent to the recording at any time during the Match by notifying the ITF Tournament Supervisor;
- Recording cannot commence until the ITF Tournament Supervisor authorises the recording in writing via this Form;
- The ITF Tournament Supervisor will forward the completed Form to the ITF who will retain it for a period of one (1) year, after which time it will be destroyed; and
- The full content of the Match recording must be made available to the above-named child and I as soon as practicable after the Match.

### **Protection and Security of your Personal Information**

I understand that the ITF is not responsible for the dissemination, retention or disposal of any video, in whole or part, recorded for the purpose of performance analysis under this guidance and the Regulations.

Parent/Legal Guardian/Designee's Signature:	
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<b>Date:</b>	

**ITF Tournament Supervisor**

I certify that the conditions of the above declarations were carried out in full. The Match was recorded by \_\_\_\_\_ and I have made them aware of their obligation to provide a copy of the Match recording to \_\_\_\_\_ (Opponent, Parent/Legal Guardian, Parent/Legal Guardian's Designee).

<b>ITF Tournament Supervisor name:</b>	
<b>Signature:</b>	
<b>Date:</b>	
<b>Any other matters to report:</b>	