



SPS ATHLETICS REGULAR SEASON MEDIA PROTOCOLS [Application Link](#)

The following are media protocols for regular season athletic events in Suffolk Public Schools (SPS).

REQUIREMENT FOR CREDENTIALS

All media, multimedia, journalists, reporters, bloggers, vloggers, social media channels, athletic promoters or individuals, or companies seeking access to an SPS event for the purposes of recording, photography, videography, reporting, etc. must have applied for and received an SPS media credential. Each individual must present (and wear) this badge and lanyard while working at an SPS athletic event at all times. Credentialed individuals are also required to inform high/middle school Directors of Student Activities of their intention to attend an event by email contact. **Anyone applying for SPS Media Credentials must be screened through the SPS Raptor Volunteer Connect System.** *If you completed the application last year, an application renewal or a new application will be required each school year.*

When a person completes the online application, they are screened through the National Sex Offender Registry before being approved for a credential. **NO ONE** will be granted a credential without going through this screening!

Each school's Director of Student Activities email can be found [here](#).

WHO MAY APPLY FOR AND RECEIVE CREDENTIALS

1. Tier one —Journalists who use information, photos, and video to tell a story online, on TV, on the radio, or in print.
2. Tier two —Individuals taking pictures or videos at the request of a participating school. (i.e., school newspapers, yearbooks, video programs, or parent photographers).
3. Tier three —For-profit, athlete profile promoters or video or still photography professionals working for recruiters. Any work that can be considered “for profit” or “pay for service” is not considered traditional media who is providing coverage of an event for the purposes of informing the general or school-specific audiences. Importantly, this tier must submit, in advance, “consent and release” forms for their clients. Although

members of the public may attend an SPS event, these are not public events (those that occur on SPS property), and due to student privacy concerns governed by law (FERPA), this tier must refrain from taking and selling video or pictures of fans, spectators or other athletes not identified in a signed “consent and release” form.

General Considerations Guiding Athletics Credentialing

1. These credentialing rules are administered and amended as deemed appropriate by SPS in its sole and absolute discretion.
2. SPS reserves the right to grant, issue, deny and revoke credentials to any individual or outlet based on the interpretation and intent of these policies and rules as determined by SPS in its sole and absolute discretion.
3. Credential requests from internet sites, specialty publications, recruiting services, scouts, and college coaches will be considered individually and in alignment with the tiered definitions above.
4. Credential requests must be made annually by July 1 for review in advance of the fall season beginning in late August. Applications may be submitted by completing the application form.
5. SPS retains the right to administer and/or amend the rules and regulations concerning media credentialing at its sole and absolute discretion.
6. Credentials or complimentary tickets for spouses, friends, etc. of news media representatives will not be provided. Individuals who attend an event with a credentialed news media representative will be required to purchase a ticket.
7. SPS Media Credentials to an SPS event are issued for the sole purpose of identifying and providing complimentary admission and special access to representatives who have a legitimate working function in connection with the event. Unauthorized use, sale or other transfer of a credential will subject the bearer to ejection from the event, revocation of the credential and the indefinite denial of credentials to future events.
8. SPS Media Credentials, once issued, remain the property of the SPS and are subject to revocation and confiscation at the discretion of the SPS Director of Secondary Leadership and/or his designees. Grounds for revocation and confiscation of a credential include, but are not limited to, misuse, abuse and/or transfer of the credential to anyone other than to the person to whom the credential is issued. Any media outlet whose representative has a credential revoked for any reason is subject to being denied credentials to future SPS events.

APPLY FOR CREDENTIALS

Use this form to request [SPS Athletic Event Credentials](#)

EXPECTATIONS FOR WORKING MEDIA AT SPS ATHLETIC EVENTS

- Promote the core values of the SPS Athletics program.
- Being respectful to all around you, including fans, officials, coaches, student-athletes, support staff, administrators and fellow members of the media.
- Not distracting those around you, including fans, officials, coaches, student-athletes, support staff, administrators and fellow media members.
- Refraining from cheering while attending an event in an official media capacity.
- Not blocking the view of fans.
- Be mindful of the workspaces, including taking care of food and beverage containers and not spreading out to take up too much space.
- Not bringing 'guests' who are not credentialed media to the event with the expectation that they will receive free admission or privileges accorded to the media.

Specific to Still and Video Photographers

Photographers from accredited media and SPS-approved photographers must possess SPS Media passes at the ticket gate and have media credentials to present upon request or have previously arranged for photo credentials from the SPS Office of Communications.

- Photographers are not allowed in the line of play and may not be in the way of officials, coaches, or student-athletes.
- The use of flash photography is not allowed.
- Drones are not allowed anywhere on SPS school property.

NOTE: Violation of any of these guidelines may result in removal from the field or the property at the discretion of the school athletics specialist and school principal.

SPORT-SPECIFIC GUIDELINES

CROSS COUNTRY: Photographers may not be in the way of timing equipment, officials, coaches or student-athletes;

BASEBALL: Photographers are not allowed on the field of play and must be outside the fence and field of play;

BASKETBALL: Photographers are not allowed on the court (including the painted baseline area and behind the basket/lane) and cannot shoot in front of or behind team benches and the scorer's table. Photographers should not affect the view of fans.

FOOTBALL: Photographers are not permitted in the end zones, on the sidelines between the 20-yard lines and must remain outside the restraining lines surrounding the field;

GOLF: Photographers are not allowed in any areas in which they are in the line of play or could interfere with officials, coaches, or student-athletes;

SOCCER: Photographers are permitted on the sideline but not in front of the bleachers. Photographers should avoid the endline areas;

SOFTBALL: Photographers are not allowed on the field of play and must be outside the fence;

SWIMMING: Photographers are allowed on the pool deck but may not be in the way of the timing equipment, officials, coaches, or student-athletes. No photography is allowed behind the starting blocks;

TENNIS: Photographers must be outside of the fence and may not be in the way of coaches. Photographers should not obstruct the view of fans;

TRACK & FIELD: Photographers are not allowed in any areas in which they would interfere with the running of an event, and must be out of the way of timing equipment, officials, coaches, and student-athletes;

VOLLEYBALL: Photographers are not allowed on the court (including the painted baseline area) and are not allowed to shoot in front of or behind team benches or the scorer's table. Photographers should not affect the view of fans;

WRESTLING: Photographers are not allowed on the mat and are not allowed to be in the way of officials, coaches, or student-athletes. Photographers should not affect the view of fans.