



Media & Content Policy

This policy applies to all external press, freelancers, photographers, videographers, broadcasters and student media granted access to any Nottingham Varsity Series fixture.

By accepting accreditation, access approval, or submitting a Press Access Request Form, all applicants agree to comply fully with this policy.

1. Content Ownership & Licensing

1.1 Ownership of Content

1.1.1 All footage, photography and media content captured at Nottingham Varsity fixtures remains the intellectual property of the creator.

1.1.2 This includes, but is not limited to, still photography, video footage, interviews, audio content and live coverage.

1.2 Varsity Usage Rights

1.2.1 By accepting access accreditation, the content creator grants Nottingham Trent Students' Union (NTSU) and University of Nottingham Students' Union (UoNSU) a royalty-free, perpetual, irrevocable, non-exclusive licence to use submitted content.

1.2.2 This licence permits use across:

- Official websites
- Social media platforms
- Promotional and marketing materials
- Event recaps and highlight packages
- Digital and physical archive materials

1.2.3 NTSU and UoNSU reserve the right to edit content for formatting, accessibility, branding and promotional suitability.

1.2.4 Reasonable credit will be given where practicable, but this is not guaranteed in all use cases.



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1.3 Commercial & Endorsement Restrictions

1.3.1 Captured content must not be used to imply endorsement of any commercial product, service or sponsor without prior written consent from Varsity organisers.

1.3.2 Content must not be used in any way that could bring Nottingham Varsity, either Students' Union, either University, or any participant into disrepute.

2. Mandatory Content Handover Requirement

2.1 Compulsory Transfer of Content

2.1.1 As a non-negotiable condition of access, all accredited media must provide a selection of captured content to the Varsity Media Team.

2.1.2 This applies to all fixtures without exception.

2.2 Handover Deadline

2.2.1 All required content must be transferred within 48 hours of the fixture conclusion.

2.2.2 Failure to meet this deadline may result in:

- Removal from future accreditation lists
- Refusal of access to future Nottingham Varsity events

2.3 Method of Transfer

2.3.1 Content must be transferred via:

- Dropbox
- WeTransfer
- Google Drive
- Or another appropriate file transfer service

2.3.2 All transfers must be sent to: enquiries@nottsvarsity.com

2.3.3 Content must be supplied in original, high-resolution format, not compressed social media exports where possible.

3. Participant Image Rights & Representation

3.1 Participant Consent

3.1.1 All participants competing in Nottingham Varsity have agreed to image use as part of their participation.

3.1.2 This permits editorial, promotional and archival use.



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3.2 Use of Imagery

3.2.1 Media content must not:

- Misrepresent individuals, teams, officials or institutions
- Be manipulated to create misleading narratives
- Be used to harass, defame, or target individuals

3.2.2 No participant imagery may be used to promote third-party commercial products without express written permission.

4. Access Areas & Behavioural Conduct

4.1 Approved Access Only

4.1.1 Media personnel may only operate within the access level explicitly approved as part of their accreditation.

4.1.2 Access levels may include:

- Spectator areas
- Media seating
- Pitchside / courtside access
- Interview zones

4.1.3 Unauthorised access to the following areas is strictly prohibited:

- Changing rooms
- Officials' areas
- Medical areas
- Ice surface, pitch or court of play

4.2 Behaviour at Fixtures

4.2.1 All media personnel must:

- Follow event safety briefings
- Follow venue rules and conditions
- Follow instructions given by event staff, stewards and officials at all times
- Obstruct play or officiating
- Disrupt spectators
- Interfere with broadcast operations

4.2.3 Failure to comply may result in immediate removal from the venue.

5. Risk Assessment & Public Liability Insurance

5.1 When Required



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5.1.1 A valid Risk Assessment (RA) and Public Liability Insurance (PLI) are mandatory for any approved access involving:

- Pitchside or courtside photography
- Behind-the-scenes access
- Changing room areas
- Interviews conducted in operational zones

5.2 Documentation Requirements

5.2.1 Documentation must be submitted upon request and approved before access is granted.

5.2.2 Failure to supply valid RA and PLI will result in automatic withdrawal of access approval.

6. Ice Hockey – Ice-Level Access

6.1 Ice-Level Restrictions

6.1.1 No individual shall be permitted ice-level access unless:

- Their Risk Assessment explicitly covers ice walking
- Their Public Liability Insurance of at least £5,000,000

6.2 Enforcement

6.2.1 This rule is strictly enforced due to venue safety regulations, insurance requirements and safeguarding obligations.

6.2.2 No exceptions will be made under any circumstances.

7. Breach of Policy & Sanctions

7.1 Consequences of Non-Compliance

7.1.1 Any breach of this policy may result in:

- Immediate removal from the event venue
- Revocation of current accreditation
- Permanent refusal of future Nottingham Varsity access

7.1.2 Serious breaches may be referred to:

- Relevant Students' Union
- University disciplinary procedures
- Venue management
- Legal authorities where appropriate



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