

## Gahanna Lincoln High School Athletics Media Policy & Approval Process

### One PRIDE. One Family.

#### Purpose

To maintain a safe, organized, and respectful environment for all participants and spectators at Gahanna Lincoln High School athletic events, we have established the following media policy and approval process for all photographers, videographers, and media affiliates, including booster parents, requesting field-level access.

#### Media Access Requirements

No individual will be permitted on the playing surface, sideline, or competition area without prior written approval from the Gahanna Lincoln Athletic Department.

This policy applies to:

- Media outlets and credentialed professionals
- Freelance photographers/videographers
- Booster club representatives or parents capturing content for team distribution

#### Field-Level Access Passes

- A **limited number of field-level media passes** are available per event.
- Approval and pass distribution are coordinated solely by the Athletic Director or their designee.
- Approved individuals must wear the issued media credential **visibly at all times**.
- Media credentials are **not transferable** and are valid only for the approved event.

#### Media Request Procedure

All requests for field access must be submitted at least **72 hours before the scheduled event**.

To request permission, send an email to: **welshm@gjps.org**

Email must include:

1. **Full Name** of the individual requesting access
2. **Name of the Media Outlet, Team, or Group:** photos/videos are being taken for
3. A **link to a portfolio, website, or social media page** that reflects the individual's prior work
4. A **commitment** that all photos or video content captured will be **shared with the Gahanna Lincoln Athletic Department for free use** across official digital and social media platforms.

*Incomplete or late requests may not be considered.*

### Usage & Conduct Expectations

- Approved media must remain in designated areas and **may not interfere** with play, coaching staff, officials, or team personnel.
- Individuals who do not adhere to school or OHSAA regulations will have their credentials revoked and may be denied future access.
- All shared media must align with the values of **Purpose, Respect, Integrity, Diversity, and Excellence (PRIDE)**.

Please be aware that we limit the number of photographers we approve per athletic event. Generally, that number is set at three (3) photographers plus media outlets.

### Questions

For clarification or further information, contact:

**Matthew Welsh, CMAA**

Athletic Director, Gahanna Lincoln High School

welshm@gjps.org