



1. Context

This policy has been developed to inform our community about using social media so people feel enabled to participate, while being mindful of their responsibilities and obligations. In particular, this policy provides practical guidance allowing all parties to benefit from the use of social media, while minimising potential risks and protecting those involved.

This policy assists to establish a culture of openness, trust and integrity in all online activities related to the Plympton Football Club Juniors.

This policy contains guidelines for the Plympton Football Club Juniors community to engage in social media use. It also includes details of breaches of the policy.

This policy is to be read and followed in conjunction with SANFL Juniors Cyber Safety Policy which a copy is included website <http://sanfl.com.au/rules-regulations/> Appendix 10.17.

2. Purpose of Our Policy

The main objective of our Social Media Policy (Policy) is to maintain responsible behaviour and the making of informed decisions by participants in this club. It outlines our commitment to a person's right to be treated with respect and dignity, and to be safe and protected from abuse. Our policy informs everyone involved in our club of his or her legal and ethical rights and responsibilities and the standards of behaviour that are required.

The Junior Football Director is responsible for all matters related to this policy.

3. Who Our Policy Applies To

Our policy applies to everyone involved in the club including committee members, administrators, coaches, officials, players, parents and spectators.

4. Scope

"Social media" refers to any online tools or functions that allow people to communicate and/or share content via the internet.

This social media policy applies to platforms including, but not limited to:

- Social networking sites (e.g. Facebook, Twitter, LinkedIn, Google+, Pinterest, Yammer, etc)
- Video and photo sharing websites or apps (e.g. YouTube, Vimeo, Instagram, Flickr, Vine, etc)
- Blogs and micro-blogging platforms (e.g. Tumblr, Wordpress, Blogger, etc)
- Review sites (e.g. Yelp, Urban Spoon, etc)
- Live broadcasting apps (e.g. Periscope, Meerkat, Facebook Mentions, etc)
- Podcasting (e.g. iTunes, Stitcher, Sound cloud, etc)
- Geo-spatial tagging (e.g. Foursquare, etc)

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- Online encyclopaedias (e.g. Wikipedia, etc)
- Instant messaging (e.g. SMS, Skype, Snapchat, WhatsApp, Viber, etc)
- Online multiplayer gaming platforms (e.g. World of Warcraft, Second life, Xbox Live, etc)
- Online voting or polls
- Public and private online forums and discussion boards
- Any other online technologies that allow individual users to upload and share content.

This policy is applicable when using social media as:

- an officially designated individual representing Plympton Football Club Juniors on social media; and
- if you are posting content on social media in relation to Plympton Football Club Juniors that might affect the Plympton Football Club Juniors' business, products, services, events, sponsors, members, reputation, or those of the Plympton Sport & Recreation Club or its affiliated sporting codes, or the SANFL Junior Football League.

NOTE: This policy does not apply to the personal use of social media where it is not related to or there is no reference to Plympton Football Club Juniors or its business, competitions, teams, participants, products, services, events, sponsors, members or reputation. However, any misuse by you of social media in a manner that does not directly refer to the Plympton Football Club Juniors may still be regulated by other policies, rules or regulations of the Plympton Football Club Juniors.

5. Using Social Media in an Official Capacity

You must be authorised by the Junior Football Director before engaging in social media as a representative of the Plympton Football Club Juniors.

6. Guidelines

You must adhere to the following guidelines when using social media related to the Plympton Football Club Juniors or its business, products, competitions, teams, participants, services, events, sponsors, members or reputation.

6.1 Use common sense

Whenever you are unsure as to whether or not the content you wish to share is appropriate, seek advice from others before doing so or refrain from sharing the content to be on the safe side.

When using social media, the lines between public and private, personal and professional, may be blurred. Remember, you are an ambassador for the Plympton Football Club Juniors.



6.2 Protecting your privacy

Be smart about protecting yourself and your privacy.

When posting content online there is potential for that content to become publicly available through a variety of means, even if it was intended to be shared privately. Therefore, you should refrain from posting any content online that you would not be happy for anyone to see, even if you feel confident that a particular individual would never see it.

Where possible, privacy settings on social media platforms should be set to limit access. You should also be cautious about disclosing your personal details.

6.3 Honesty

Your honesty—or dishonesty—may be quickly noticed in the social media environment. Do not say anything that is dishonest, untrue or misleading. If you are unsure, check the source and the facts before uploading or posting anything. The Plympton Football Club Juniors recommends erring on the side of caution – if in doubt, do not post or upload.

Do not post anonymously, using pseudonyms or false screen names. Be transparent and honest. Use your real name, be clear about who you are and identify any affiliations you have.

If you have a vested interest in something you are discussing, point it out. If you make an endorsement or recommendation about something you are affiliated with, or have a close relationship with, you must disclose that affiliation.

The web is not anonymous. You should assume that all information posted online can be traced back to you. You are accountable for your actions both on and offline, including the information you post via your personal social media accounts.

6.4 Use of disclaimers

Wherever practical, include a prominent disclaimer stating who you work for or are affiliated with (e.g. member of the Plympton Football Club Juniors) and that anything you publish is your personal opinion and that you are not speaking officially. This is good practice and is encouraged, but don't count on it to avoid trouble – it may not have legal effect.

6.5 Respect confidentiality and sensitivity

When using social media, you must maintain the privacy of the Plympton Football Club Juniors' confidential information. This includes information that is not publically accessible, widely known, or not expected to be shared outside of the Plympton Football Club Juniors.

Remember, if you are online, you are on the record—much of the content posted online is public and searchable.

Within the scope of your authorisation by the Plympton Football Club Juniors, it is perfectly acceptable to talk about the Plympton Football Club Juniors and have a dialogue with the community, but it is not okay to publish confidential information of the Plympton Football Club Juniors. Confidential information includes things such as



details about litigation, unreleased information and unpublished details including but not limited to our teams, coaches, volunteers, officials, members, players, parents, coaching practices, financial information and trade secrets.

When using social media you should be considerate to others and should not post information when you have been asked not to, or where consent has not been sought and given. You must also remove information about another person if that person asks you to do so.

Permission should always be sought if the use or publication of information is not incidental, but directly related to an individual. This is particularly relevant to publishing any information regarding minors. In such circumstances, parental or guardian consent is mandatory.

6.6 Gaining permission when publishing a person's identifiable image

You must obtain express permission from an individual to use a direct, clearly identifiable image of that person.

You should also refrain from posting any information or photos of a sensitive nature. This could include accidents, incidents or controversial behaviour.

In every instance, you need to have consent of the owner of copyright in the image.

6.7 Complying with applicable laws

Do not post or link to content that contains illegal or indecent content, including defamatory, vilifying or misleading and deceptive content.

6.8 Abiding by copyright laws

It is critical that you comply with the laws governing copyright in relation to material owned by others and the Plympton Football Club Juniors' own copyrights and brands.

You should never quote or use more than short excerpts of someone else's work, and you should always attribute such work to the original author/source. It is good practice to link to others' work rather than reproduce it.

6.9 Discrimination, sexual harassment and bullying

The public in general, and the Plympton Football Club Juniors' players, volunteers and members, reflect a diverse set of customs, values and points of view.

You must not post any material that is offensive, harassing, discriminatory, embarrassing, intimidating, sexually explicit, bullying, hateful, racist, sexist or otherwise inappropriate.

When using social media you may also be bound by the Plympton Football Club Juniors' values and Member Protection Policy, and Code of Conduct.

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6.10 Avoiding controversial issues

Within the scope of your authorisation by the Plympton Football Club Juniors, if you see misrepresentations made about the Plympton Football Club Juniors in the media, you may point that out to the Junior Football Director or committee member. Always do so with respect and with the facts. If you speak about others, make sure what you say is based on fact and does not discredit or belittle that party.

6.11 Dealing with mistakes

If the Plympton Football Club Juniors makes an error while posting on social media, be up front about the mistake and address it quickly. If you choose to modify an earlier post, make it clear that you have done so. If someone accuses the Plympton Football Club Juniors of posting something improper (such as their copyrighted material or a defamatory comment about them), address it promptly and appropriately and if necessary, seek legal advice.

6.12 Conscientious behaviour and awareness of the consequences

Keep in mind that what you write is your responsibility, and failure to abide by these guidelines could put your involvement at the Plympton Football Club Juniors at risk.

You should always follow the terms and conditions for any third-party sites in which you participate.

6.13 Branding and intellectual property of the Plympton Football Club Juniors

You must not use any of the Plympton Football Club Juniors' intellectual property or imagery on your personal social media without prior approval from the Junior Football Director.

The Plympton Football Club Juniors' intellectual property includes but is not limited to:

- trademarks
- logos
- slogans
- official photography (as licenced)
- imagery which has been posted on the Plympton Football Club Juniors official social media sites or website.

You must not create either an official or unofficial Plympton Football Club Juniors presence using the organisation's trademarks or name without prior approval from the Junior Football Director.

You must not imply that you are authorised to speak on behalf of the Plympton Football Club Juniors unless you have been given official authorisation to do so by the Junior Football Director.

Where permission has been granted to create or administer an official social media presence for the Plympton Football Club Juniors, you must adhere to this policy.

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7. Policy breaches

Breaches of this policy include but are not limited to:

- Using the Plympton Football Club Juniors' name, motto, crest and/or logo in a way that would result in a negative impact for the organisation, clubs and/or its members.
- Posting or sharing any content that is abusive, harassing, threatening, demeaning, defamatory or libellous.
- Posting or sharing any content that includes insulting, obscene, offensive, provocative or hateful language.
- Posting or sharing any content, which if said in person during the playing of the game would result in a breach of the rules of the game.
- Posting or sharing any content in breach of the Plympton Football Club Juniors' Member Protection Policy.
- Posting or sharing any content that is a breach of any state or Commonwealth law.
- Posting or sharing any material to our social media channels that infringes the intellectual property rights of others.
- Posting or sharing material that brings, or risks bringing the Plympton Football Club Juniors, its affiliates, its sport, its officials, members or sponsors into disrepute. In this context, bringing a person or organisation into disrepute is to lower the reputation of that person or organisation in the eyes of the ordinary members of the public.

8. Reporting a breach

If you notice inappropriate or unlawful content online relating to the Plympton Football Club Juniors or any of its members, or content that may otherwise have been published in breach of this policy, you should report the circumstances immediately to the Junior Football Director or a Committee Member. Contact details are provided on the club website.

Further information about reporting breaches:

- For a complaint about the misuse of social media relating to a match or competition that occurs either prior to, during, or after a game; refer to the Team Manager or Match Day Official.
- For a complaint about the misuse of social media that is general in nature and/or ongoing and does not apply to a particular game; refer to the Member Protection Policy.

9. Investigation

Alleged breaches of this social media policy may be investigated according to the Plympton Football Club Juniors' Member Protection Policy.

Where it is considered necessary, the Plympton Football Club Juniors may report a breach of this social media policy to Police.



10. Disciplinary process, consequences and appeals

Depending on the circumstances breaches of this policy may be dealt with in accordance with the disciplinary procedure contained in the Plympton Football Club Juniors' Member Protection Policy and or relevant Code of Conduct Policy.

11. Appeals

Any person who is sanctioned under a disciplinary process for breach of this policy may have a right of appeal under the Member Protection Policy.

Related policies

- Code of Conduct
- Member Protection Policy

This document was endorsed by the Plympton Football Club Juniors committee on 5 December 2016. It can be amended by the committee at any time, however in the absence of changes it will be reviewed bi-annually.