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# SOUTHERN CROSS SWIMMING CLUB COMMUNICATION POLICY

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## Our commitment

Electronic communication is essential for sharing club news and information with our members. Our communication will be timely, appropriate and related to club business. All SCSC members are bound by this policy.

Anyone wishing to discuss any aspect of this policy is invited to contact the SCSC President.

## What we will do

We use a range of electronic tools to communicate with our members.

Our communication will protect members' privacy, maintain clear boundaries and ensure that bullying and harassment does not occur.

A webmaster will be appointed to provide accountability and control over material published on our club's website and any related discussion groups or social media websites, including (but not limited to) Facebook, YouTube or Twitter.

### Website

- Our website will include current information on competitions, social events, committees, policies, constitution, rules and by-laws and sponsors.
- No offensive content or photos will be published.
- Unless you have advised the webmaster, in writing, permission to publish a photo/video of any member of Southern Cross Swimming Club will be taken as given.

### Email

Committee members, coaches and team managers will use Email as the primary method to provide information about:

- Competition, including Club Nights and external Meets,
- training,
- club-sanctioned social events
- other club business.

All communication involving children will be directed through their parents.



## Social media

- We treat all social media postings, blogs, status updates and tweets as public 'comment'.
- Postings (written, photos or videos) will be family-friendly and feature positive club news and events.
- No statements will be made that are misleading, false or likely to injure a person's reputation.
- No statements will be made that might bring our club into disrepute.
- Abusive, discriminatory, intimidating or offensive statements will not be tolerated. Offending posts will be removed and those responsible will be blocked from the site.

## What we ask you to do

We expect our members to conduct themselves appropriately when using electronic communication to share information with other members or posting material on public websites connected to the club.

Electronic communication:

- should be restricted to club matters
- should be respectful, courteous and relevant
- must not offend, intimidate, humiliate or bully another person
- must not be misleading, false or injure the reputation of another person
- should respect and maintain the privacy of members
- must not bring the SCSC into disrepute.

## Non-compliance

Members may face disciplinary action for sending inappropriate electronic communication or posting online content or comments that harass, offend, intimidate or humiliate another member, as outlined in The Swimming Australia Codes of Conduct.

Under certain circumstances, cyber bullying (e.g. bullying that is carried out through an internet service such as email, a chat room, discussion group, instant messaging or website) is a criminal offence that can be reported to the police.

In addition, members who publish false or misleading comments about another person in the public domain (e.g., Facebook, YouTube or Twitter) may be liable for defamation.

*This Policy will be reviewed annually by the SCSC Management Committee*