

# North Enfield Cricket Club

Founded 1886



## Social Media Policy

This Policy has been written to help everyone involved with North Enfield Cricket Club make informed decisions about how they use the Internet, emails and smart phone communications when discussing club related activity.

This Policy only applies to club related matters and not individuals' personal or private interactions on social media.

## Policy

The Club recognises the right of individuals to speak freely within the law, and has no intention to restrict proper and sensible exercise of this freedom. But without care it is easy to post comments, which might seem like a good idea at the time but which can later cause problems for the Club and individual concerned. Whilst an individual's comments may not 'officially' represent the Club, they can reflect badly on the Club or the individual.

Always remember that everyone involved with the Club has a responsibility to safeguard its good image.

The Club urges members to use common-sense and 'think before posting'. A good way to decide whether you should post something is to ask yourself: "Could I say this face-to-face without causing offence, or would I be happy to see my comments published in a newspaper?" If you are unsure or the answer is "No", then you should NOT post it.

## Guidelines On Social Media Use

The Club requires members to observe the following guidelines on responsible social media use. Please:

- Do not post unpleasant, offensive or potentially inflammatory
- Comments (for example, containing abusive, insulting or indecent
- Profanities or threats about club members, other club players or officials, umpires etc
- Do not respond to inaccurate, negative or nasty comments (for example, made about you, our teams or others, your friends or the Club). Individuals should never respond on behalf of the Club. Instead, please bring any matters of concern to the attention of a committee member
- Do not make hostile or harassing comments, or discriminate based on any status liable to cause offence (such as a person's race, colour, ethnic origin, nationality, religion, gender or gender identity, sexual orientation, social class, disability or so on)
- Do not post comments which may undermine the unity of a team or the good standing of the Club; or which are detrimental to the interests of the Club or game of cricket; or which bring the Club individual, or game of cricket into disrepute (that is, damage their reputation).
- Do not divulge confidential information or information belonging to the Club, which is not in the public domain, or expand upon such information already in the public domain. This includes (but is not limited to) team selection, tactics and injuries.
- Do not post information which could implicate another person in disciplinary or legal proceedings. This could include (but is not limited to) copying or redistributing another person's social media posting.

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- Do remember that we are a family-orientated Club with many junior members who will sometimes form part of the audience
- Do identify or credit any material which is copyrighted or which you have borrowed (ie, with an appropriate mention, or link to the source)

## Responsibilities

### Club

- All Committee members have a duty to promote awareness and understanding of this Policy and act if they become aware of any breach of it.
- The Club will monitor its own media channels to ensure postings comply with the above Policy. If any concerns arise the Club will remove the material and may discipline the poster.
- Any comments made on an individual's own social media remain the responsibility of the poster and the Club will accept no liability for those comments, nor any actions taken as a result.
- Acceptance of ECB guidelines on social media

### Club Officials/Coaches/Managers

Social media is an effective method for communicating to other club members, but it is essential to ensure club and personal accounts remain separate.

Recommended social media guidelines:

Do:

- Use common sense: Use your best judgment at all times. If you're uncertain if something is inappropriate or questionable, don't post it.
- Ensure communications with Juniors are only be made through official club channels, i.e. WhatsApp
- Have separate social media accounts for cricket-club related and personal use
- Keep your photos and personal information private
- Apply the Codes of Conduct and appropriate professionalism to your behaviour online, by text and email
- Obtain consent before posting any personal information online – this includes photographs where an individual can be identified
- Remember the picture/no name guidance for under 18s

Do Not:

- Send text messages to juniors – make arrangements via their parents
- Send private messages to juniors and young people via social media
- Invite or accept Juniors as social media "friends"
- Send inappropriate text messages or post messages on social media that are offensive, nasty or derogatory in any way

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## Adult players in Open Age teams

Please be mindful of who may have access to material you share via social media, including Facebook, twitter, WhatsApp and other platforms. If you have concerns regarding social media, texts and emails or if you suspect that someone is using social media in an unsafe or inappropriate manner, you should report their behaviour to a committee members. If you believe that an offence has been committed, or that someone's use of social media is placing a child at risk of harm, inform the police immediately.

## Juniors

If you receive messages or texts that you are worried about, you should tell your parents, an adult you trust, your teacher or your club's welfare officer.

- Remember that your coach is a professional, just like your teachers. They should not be your friend on Facebook, and should not be texting or messaging you.
- All arrangements for coaching and matches will be made via your parents.
- Bullying, in any form, should be reported to your parents, your coach or the clubs welfare officer

DO:

- Keep your photos and personal information private
- Conduct yourself in a respectful and courteous manner on social media as you would at home, in school or at cricket.
- Tell a professional or an adult that you trust if you are worried or concerned about online behaviour or unwanted contact/ communication.

DO NOT:

- Send inappropriate text messages or post messages on social media that are offensive, nasty or derogatory in any way
- Accept any friend requests from people you don't know or you feel uncomfortable accepting.

## Consequences Of Not Following This Policy

Any member found to be in breach of the above Policy may be subject to disciplinary action by the Club (up to and including cancellation of Club membership). In extreme cases it could even result in criminal prosecution or civil liability.

## Security

All social media accounts should be created using an official club email address, which a designated individual should have responsibility for.

Passwords should be protected and any suspicions of account hacking should be raised with the social media platform immediately.

Privacy settings for club accounts should be 'closed' to non-club members.

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## Digital Media Usage

During your child's time at North Enfield CC we use digital media including photographs and video. We use them in a variety of ways within the club (not published) but from time to time we may use them externally such as on our website, in our newsletter or in the club's fixture card. We don't generally print names with photos, although there are some exceptions.

**Having read the above, I give permission for images of my child taken with digital media to be used in club's published documents such as newsletter, website and fixture cards**

**Yes / No**

Sometimes external agencies and associations may wish to use images in their publicity or newspapers. We will ask for your consent if this is the case.

The club permits parents to take photographs of their own children during special events (eg. matches, presentation evening or visits to other grounds). Parents should declare this at the event and agree not to publish any images of other children including via social media.

If a parent does not want their child to be photographed in this way, they should discuss this with the Welfare Officer, which may mean that they are withdrawn from the event.

**Signature of Parent / Guardian: .....**

**Date: .....**