



Social Media has become an integral part of our world, and our sport. Windsor Calisthenics Club recognises the importance of social media as a powerful communications tool and recognises that participation in online communities is a basic individual right. Social Networking Sites (SNS) includes, but is not limited to, Facebook or Twitter and also includes instant messaging (SMS), geospatial tagging capable sites such as Instagram and video or photo sharing websites such as YouTube. This social media code of conduct aims to provide guidelines on the best practice for using social media.

Windsor has a responsibility to manage its reputation and protect its members. Only persons authorised by Windsor are permitted to cause official information to be published on the internet, including through social media sites.

Windsor recognises that members may participate in social media in their personal time and respects that what its members do in their personal time is their own affair. However, if during their participation in social media activity, a Windsor member reference their association with Windsor, or make comments or include content about Windsor, or any affiliated person or any of their affairs, they are required to adhere to the Windsor Code of Conduct.

When using Social Media, all members are to exercise sound judgement and common sense and must give careful consideration to what they are saying, particularly when the information is relevant to their involvement in Windsor or identifies their association with Windsor. Where the information is relevant to their involvement with Windsor, all members must adhere to the Windsor Code of Conduct. Therefore, Windsor Coaches, Volunteers, Parents, Caregivers and Members should not:

- Post material that is, or might be construed as, threatening, harassing, bullying, discriminatory or disparaging towards another Member of Windsor
- Post material that is fraudulent, embarrassing, sexually explicit, profane, obscene, racist, sexist, intimidating, defamatory or otherwise inappropriate or unlawful
- Imply that the member is authorised to speak on behalf of Windsor or give the impression that their views are those of Windsor
- Use or disclose any confidential information or personal information obtained in their capacity as a member of Windsor.

In support of the Code of Conduct, the purpose of this social media policy is to provide direction on the acceptable use of social media as defined by Windsor. Below are guidelines to minimise the risk of social media engagement harming yourself, our Club, and our participants and their families. These guidelines apply to all our officials, volunteers, coaches, participants, and families.

Public vs Private

- Whilst there are many privacy options available on your personal social media sites / accounts, it is difficult to guarantee that your posts are fully private.
- A best practice is to assume that anything you post on a site can be read by anyone, anywhere, at any time.
- Removing posts is not always a guarantee that it has not been recorded, or saved in some way.
- Aim to always use good judgment when posting or discussing on line. Be very aware of how negative posts can affect your organisation, club, sport, and especially your own reputation and integrity.
- Ask yourself before you post "Would my club, athletes, parents be happy to read this post"

Be Professional, Fair and Respectful

- When posting, always act in a professional manner. Be polite, consider who your potential audience reach is, and remain respectful of others and their opinions at all times.

Be Aware of Your Legal Responsibilities

- Under the Australian Sport Commission, the Australian Calisthenics Federation and its members are bound by a set of Policies relating to a number of issues, including communication and Member protection.
- Be aware of the ACF Member Protection Policy with regards to child protection and ensuring a child-safe and child-friendly environment for our participants.
- This is of particular importance if you have Calisthenics Participants under the age of 18 linked into your site.
- It is important that your site or posts do not contain inappropriate content or language that may contravene this code.

Be Aware of Confidentiality

- Do not disclose information that is considered confidential to Calisthenics, our Club or our members, or your club.

Be Accurate

- Before posting, ensure you have your facts straight - checked and double checked.
- If you discover you have made an error correct it quickly and ensure that you refer to the post that you are correcting.

Be Smart

- Respect other's intellectual property, including copyrighted material.
- If you are unsure who might own the copyright of material – err on the side of caution and do not post the content.