



Social Networking Policy for Committee Members, Managers, Coaches and Volunteers of Tattenhoe Youth FC

Introduction

Social networking activities conducted online outside club involvement, such as blogging (writing personal journals to publicly accessible internet pages), involvement in social networking sites such as Facebook, MySpace or Bebo and posting material, images or comments on sites such as You Tube can have a negative effect on an organisation's reputation or image. In addition, Tattenhoe Youth Football Club has a firm commitment to safeguarding children in all aspects of its work. This policy has been written to set out the key principles and code of conduct that we expect of all members of staff with respect to their responsibilities in connection with the use of social networking sites.

Key Principles

- Everyone* at Tattenhoe Youth Football Club has a responsibility to ensure that they protect the reputation of the club, and to treat fellow members of the club with professionalism and respect.
- It is important to protect everyone* at Tattenhoe Youth Football Club from allegations and misinterpretations which can arise from the use of social networking sites.
- Safeguarding children is a key responsibility of all members and it is essential that everyone* at Tattenhoe Youth Football Club considers this and acts responsibly if they are using social networking sites out of club involvement. Anyone volunteering within the club must not communicate with children via social networking.

Aims

- To set out the key principles and code of conduct expected of all members of the committee, managers, coaches and volunteers of Tattenhoe Youth Football Club with respect to social networking.
- To further safeguard and protect children and volunteers.

Code of Conduct for Everyone* at Tattenhoe Youth Football Club – Social Networking

The following are **not considered acceptable** at Tattenhoe Youth Football Club:

- The use of the club's name, logo, or any other published material without written prior permission from the Chairperson and Vice Chairperson. This applies to any published material including the internet or written documentation.
- The posting of any communication or images which links the club to any form of illegal conduct or which may damage the reputation of the club. This includes defamatory comments.
- The disclosure of confidential or club-sensitive information, of the disclosure information or images that could compromise the security of the club.

*In the context of this policy "everyone" refers to members of the committee, managers, coaches, administrators, child welfare officers and any volunteers of the club.



In addition to the above everyone* at Tattenhoe Youth Football Club must ensure that they:

- Comply with the bullying and harassment policy and must not make any derogatory, defamatory, rude, threatening or inappropriate comments about the club, or anyone at or connected with the club.
- Use social networking sites responsibly and ensure that neither their personal/professional reputation, or the club's reputation is compromised by inappropriate postings.

Potential and Actual Breaches of the Code of Conduct

In instances where there has been a breach of the above Code of Conduct, the following will apply:

- Any breaches of this policy will be fully investigated. Where it is found that there has been a breach of the policy this may result in action being taken under the Disciplinary Procedure. A breach of this policy will be considered to be a serious disciplinary offence which is also contrary to the club's ethos and principles.
- The Club will take appropriate action in order to protect the club's reputation and that of its members, volunteers, children and anyone else directly linked to the club.

Monitoring and Evaluation

- This policy will be periodically reviewed by the committee at Tattenhoe Youth Football Club as part of their programme of policy reviews.

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