



Social media policy – Hastings Athletic Club

Social media (including personal and professional websites, blogs, chat rooms and bulletin boards; social networks, such as Facebook, LinkedIn, Twitter and Instagram; video-sharing sites such as YouTube) are a common means of communication and self-expression.

It's essential that volunteers and members make informed decisions about how they use the internet, mobile phone and email communications to protect our club and our people. Everyone involved in our club has the responsibility to safeguard both on and off the track / road, including communications.

Use of Social Media by Club Members

A small number of people (e.g. Committee members) are authorised to speak on behalf of Hastings Athletic Club (HAC), however most of us will speak not on behalf of, but about the Club in private and public forums. As Club members, we are all part of the conversation. Social media is of great benefit to us as individuals and to HAC generally – we're all using social media such as Facebook and Twitter to keep in touch and find out what's going on. There are a few things to keep in mind to ensure that we always apply common sense in our use of social media:

Codes of conduct

HAC's Constitution requires that all members have the right to enjoy their sport in an environment free from threat of intimidation, harassment or abuse. The Club is committed to upholding this and we ask that you keep this in mind at all times and be respectful online just as you would be in person.

Do's and Don'ts before posting / interacting on Social Media

- **Think twice before posting.** If you wouldn't want your employer, parents, friends, colleagues or future employer to see your post, don't post it.
- **Be respectful.** Be positive. Treat others the way you would like to be treated.
- **Remember many different audiences will see your posts** including Club members, potential members, children, member's relatives and friends.
- **Be professional and polite.** Name calling, mocking others and personal insults are not acceptable.
- **Refrain from publishing comments about other clubs, athletes, coaches, committee members, volunteers or any controversial or potentially inflammatory subjects.**
- **Avoid posting inflammatory, objectionable, extraneous or off-topic messages that may provoke others into an emotional response (trolling/flaming).** Avoid topics that may be controversial, like politics and religion.
- **Be in the right state of mind when you make a post.** Don't post when you're angry, upset, or your judgement is impaired in any way. Remember, the Internet is permanent!
- **Remember that HAC reserves the right to delete any post or comment within any club forum, without warning or notice.** Persistent flouting of this code will result in banning from the forums and/or club disciplinary action.

Complaints

Please remember that posts are not routinely moderated and we rely on the conduct of the members to allow the social media to operate smoothly. If you have any concerns and wish to complain about any post please email secretary@hastingsathleticclub.co.uk detailing your complaint. The complaint will then be investigated by a Committee representative, either quickly and informally by speaking to the poster and the complainant, or if further action is required through the Club's formal procedures as detailed in the Club Constitution.