

# Spelthorne Gymnastics Club's Social Media Policy [2] for Parents/Guardians of Club Members

## Policy Overview

Social media has adapted the way we communicate. It provides people with the power to share and make the world more open and connected.

This policy has been developed to inform the parents/guardians of Spelthorne Gymnastics Club members about using social media and online networking platforms respectfully, so people feel enabled to participate, while being aware of their responsibilities.

Within this policy, you will find guidance for the parents/guardians of Spelthorne Gymnastics Club members, which will enable them to engage in social media safely and allowing them to benefit from the use of social media, whilst minimising the potential risks and protecting those involved.

If circumstances regarding issues with social media arise that have not been covered in this policy, we recommend contacting our Wellbeing Officer/Welfare Officer.

Wellbeing & Welfare Officer: [welfare@spelthornegymnastics.com](mailto:welfare@spelthornegymnastics.com)

## Scope

This policy applies to the parents/guardians of Spelthorne Gymnastics Club members.

The term 'social media' refers to any website and/or application that allows the user to create and share content, or to participate in social networking.

This policy applies to platforms including, but not limited to:

- Social networking (e.g. Facebook, Twitter, Pinterest, etc.)
- Video and photo sharing (e.g. YouTube, Instagram, Vimeo, TikTok, etc.)
- Blogs (e.g. Tumblr, WordPress, etc.)
- Review sites (e.g. Yelp, Trustpilot, etc.)
- Live broadcasting (e.g. Facebook Mentions, Instagram live, etc.)
- Podcasting (e.g. Spotify, iTunes, Sound Cloud, etc.)
- Instant messaging (e.g. SMS, Skype, Snapchat, WhatsApp, etc.)
- Online multiplayer gaming platforms (e.g. Xbox Live, World of Warcraft, etc.)
- Public and private online forums and discussion boards
- Any other online technologies that allow individual users to upload and share content

Please note, this policy does not apply to the personal use of social media where it is not related to or there is no reference to Spelthorne Gymnastics Club or its business, competitions, events, participants, staff members, volunteers, officials, groups, products, services or reputation.

## Guidelines

When using social media in relation to Spelthorne Gymnastics Club or its business, competitions, events, participants, staff members, volunteers, officials, groups, products, services or reputation; you must adhere to the following guidelines and the Online Safety Act 2024, Data Protection Act (DPA) 2018 and General Data Protection Regulation (GDPR).

**1. Use sound judgement –**

If you are unsure as to whether or not the content you wish to share is appropriate, seek advice from others before doing so, or avoid sharing the content to be on the safe side.

**2. Protect your privacy –**

- Where possible, privacy settings on social media platforms should be set to limited access.
- You should be cautious about disclosing your personal details.
- Ensure that your social media platforms are password protected and that you do not share these passwords.
- Always remember that anything you post on your social networking site including photos, pictures, video clips, statuses may be shared with other people other than those for whom it was intended, even if it was intended to be shared privately. As a result, you should avoid posting any content online that that you would not be happy for everyone to see, even if you feel confident that particular individuals would never see it.

**3. Avoid anonymous posting –**

Do not post anonymously. You should assume that all posts can be tracked back to you. You are accountable for your actions both on and offline, including the information you post via your personal social media accounts.

**4. Respect sensitivity –**

When using social media platforms, you should be considerate of others and should refrain from posting information when you have been asked not to, or where consent has not been requested and agreed (if a post is relating to someone under the age of 18 years of age, parental/guardian consent is required).

**5. Gain permission when publishing a person’s identifiable image -**

- Before posting images or videos relating to Spelthorne Gymnastics Club activities, you must ensure that permission is sought from any clearly identifiable individuals before posting. Again, if the individuals are under the age of 18 years, parental/guardian permission must be sought).
- If you would like to take images of your child’s gymnastics, initial permission from the coach must be sought. If permission is granted, you must ensure that these images do not contain other gymnasts or coaches who are easily identifiable. If they do, permission from those gymnast’s parents/guardians of the gymnast and permission from the coaches must be sought first.

**6. Comply with applicable laws –**

You must not post or link to content that contains illegal or indecent content, including defamatory, vilifying, malicious or misleading and deceptive content.

**7. Discrimination, harassment and bullying –**

- Never post, share or send any photos, videos or make comments that may be offensive, hurtful, discriminatory, embarrassing, intimidating, hateful, racist, untrue, upsetting or otherwise inappropriate and that you may regret sharing later on, or that can be used by other people in a way you did not intend or want.
- Remember, it can be difficult to delete information that has been shared or copied as soon as it had been uploaded.
- Avoid making comments that will harm the reputation of the Club.
- You should not use social media platforms to criticise or verbally abuse Spelthorne Gymnastics Club, its members, staff or officials in an inappropriate and unacceptable manner, and

understand that this will result in the club following British Gymnastics guidance and may be subject to disciplinary actions.

**8. Responsible behaviour and awareness of the consequences –**

Understand that what you post on social media is your responsibility, and failure to adhere to these guidelines may result in Spelthorne Gymnastics Club following guidance from Club officials and/or British Gymnastics to put in motion the most appropriate course of action. This may put your child's membership at the club at risk.

**Disciplinary Action**

In the event these guidelines are not adhered to, Spelthorne Gymnastics Club will follow guidance from Club officials and/or British Gymnastics to understand the most appropriate course of action.

**Reporting a Breach**

If you come across any inappropriate or unlawful content online in relation to Spelthorne Gymnastics Club, its service, members, staff, etc. or any content that may otherwise been posted in breach of this policy, you should report the circumstances immediately to [welfare@spelthornegymnastics.com](mailto:welfare@spelthornegymnastics.com)

**APPENDIX 1.****Acceptable use of internet and social networking platforms agreement****Agreement of parent/guardian of Spelthorne Gymnastics Club member:**

1. I will be responsible for my behaviour when using my phone at Spelthorne Gymnastics Club, including the content I access and how I conduct myself.
2. I will not deliberately create, browse or access material that could be considered offensive or illegal.
3. I will not use social media or the internet to send anyone, especially Club members, Coaches, Officials, the Club, etc. material that could be considered threatening, offensive, upsetting, bullying or that is illegal.
4. I will not use social networking sites to criticise or verbally abuse Spelthorne Gymnastics Club, its members, staff or officials in an inappropriate and unacceptable manner, and understand that this will result in the club following British Gymnastics guidance and may be subject to disciplinary actions.
5. I understand that I should only use the Club's channels (Club Phone Number or Club email addresses) to contact my coach/Club officials and should not seek out individual members of staff or coaches via social networking platforms.
6. I understand that if I would like to take images of training sessions, permission must first be obtained from the child's coach and a photography consent form completed and signed by the parent/guardian and the child's coach.

**APPENDIX 2.****Training Session Photography Consent Form**

Within this document, the use of the term photograph/photography refers to any still or videoed imagery.

It is not the Club's intention to prevent photography; however, the club has a duty of care towards its members, coaches, staff and officials. As a result, the Club deem it necessary for permission to be granted with regards to the use of photographs/images/videos taken during training sessions.

The photography of gymnastics activities should always be done in a way which safeguards our Club members, coaches, staff and officials; respects the rights to privacy and serves to present the sport positively.

1. I understand that any images taken of a training session are for personal use only.
2. I understand that these photographs must not be posted to any social networking site without prior permission from all people present and identifiable within the images.
3. I understand the photograph I take must not be used in a way that could cause distress to any individual or damage the reputation of the club of the sport of gymnastics.

4. I understand that any photographs taken must not be edited or manipulated in a way that could cause distress to any individual or in a way where the final image is deemed to be inappropriate.
5. I understand that withdrawal of permission may be made at any time by the child's coach or club official if it is deemed photographs are detrimental to any individual or the images are being used inappropriately. The child's coach or a club official may also request that images taken are to be deleted.