**Social Media Policy**

**Buckley Runners**

Buckley Runners reserves the right to add to or amend the terms of this policy at any time without notice; therefore, the latest version of this document should always be reviewed for the most up to date terms, as its rules will supersede any previous versions.

If any club members have concerns regarding conduct on Buckley Runner Social Media channels or by club members as outlined in this document they should contact the Club Welfare Officers [To be added in]. The Welfare officers, working with other officers in the club, will then ascertain what action is appropriate. Depending on what actions are deemed necessary the club may:

* Notify the Club Administrators of the relevant social media / online channel to
  + -  remove comments or posts
  + -  and / or ban users from club social media / online channels
* Report individual users to the appropriate social media provider (such as Facebook/Twitter),

The club may initiate club disciplinary procedures or report misconduct to other external bodies if this is deemed necessary. These bodies may then take their own action as they deem appropriate.

*Purpose of the Guidance*

The purpose of this guidance is to provide guidelines on the proper use of social media communications. ‘Social media’ in the context of these guidelines refers to a number of online platforms:

•Blogs (written, video, podcasts)

•Micro-blogging websites e.g. Twitter

•Social networks e.g. Facebook and others

• Forums/message boards

• Content-sharing (photos, videos, audio) e.g. Instagram, YouTube, Flickr and others

• Any other website where user comments are an available feature

*Scope*

This guidance applies to all club members including athletes, coaches, officials, and volunteers.

Individuals involved in the sport in a number of roles are required to conduct themselves in accordance with the relevant codes of conducts. Roles which have a specific code of conduct include:

* Athletes
* Coaches
* Team managers
* Officials

The behaviours covered in these codes of conducts include online behaviour, such as when using social media. These codes of conduct can be viewed at:

<http://www.uka.org.uk/governance/welfare-and-safeguarding/guidance-documents-and-policy/>

All club social media should be administered by an elected Club Officer or someone on their behalf and co-administered by the club’s Welfare Officers.

Social media accounts which are not administered by the club should not bear the club's name or logo and (if they include multiple members) are requested to state that are not protected by the Club's Constitution, Code of Conduct and Social Media Guideline.

**The Facebook Group**

* For Buckley Runners club members and fellow members of other local running clubs as appropriate (if we can't easily identify you as a club member or as a member of a local running club when you request to join the group, you may be asked for more information we accept your request to join the group)
* To be used for running and club related subjects e.g. discussing training tips, races, equipment, arranging transport to events and races, organising socials and parties, informal training sessions etc.
* An informal forum. Please bear this in mind when arranging to attend informal training sessions organised through the Group, and act responsibly
* To be used in a respectful manner i.e. no inappropriate language or content, and be respectful of other members
* For sharing Buckley Runners photos, running related information and articles you think may be of interest to your club mates
* To be used sensibly i.e. don't post anything you might regret later, or that is likely to offend others
* NOT the place to swap race entries/numbers without first gaining approval to do so from the race organiser. If you do have permission, please say so when you post to the group
* NOT to be used for advertising services for commercial gain without the prior approval of the committee
* NOT a substitute for eBay or Gumtree i.e. no advertising of anything not running related (such as flats with spare rooms) selling or giving away anything not connected with running or selling or advertising 3rd party products or services (if you feel that a product or service would be of interest to our members, ask the seller if they would like to become a club sponsor)
* NOT for sharing your non-running holiday photos
* NOT for expressing political, religious or other potentially divisive opinion or for being critical, confrontational or abusive toward other club members
* NOT for raising issues for the attention of the committee (who don't check every post/thread). These should be addressed to the Club Secretary (Phil Tugwell) in the first instance.
* NOT for raising membership issues these should be addressed to the membership secretaries
* NOT for discussing personal and private information of other members
* As a general rule, before posting think if your post or comment adds to the Buckley Runners running community and consider what a new member would think when reading your comment (perhaps without knowing the background).  Finally, do remember that sarcasm and humour is often not conveyed very well on a forum of this sort and can easily appear rude or offensive.
* You are solely responsible for the content of your post and you indemnify Buckley Runners in respect of any costs, expenses, losses, damages or claims arising out of your use of Buckley Runners social media forums. So, think before you post.
* Buckley Runners reserves the right to reveal your identity in the event of any complaint or legal action arising from any person posting a message, and to remove any posting or message at any time without providing a reason.
* Any user who has an objection, is unsure about the content they wish to post, or wishes to complain please contact the club secretary or other club official using either email or Facebook Private messenger
* A gentle reminder, the Buckley Runners constitution entitled Membership states:
  + The club shall operate on the basis of equal opportunities for all, ensuring no discrimination on the grounds of gender, race, age, culture, religion, sexual orientation, disability or financial means.
* The Committee may unanimously and for good reason terminate the membership of any individual provided that the individual concerned, or his/her representative, shall have the right to be heard by the Committee prior to any decision made.
* Any member found guilty of conduct which brings the club into disrepute will be liable to expulsion from the club and this clause shall also include Honorary Officers and Committee Members. In all cases of complaint or enforcement regarding social media the decision of the Committee will be final and binding.