



MENTONE ATHLETIC CLUB

Communications and Photography Policy

Purpose

The purpose of the Mentone Athletic Club communications and photography policy is to provide a safe, friendly and inclusive environment for club members of all abilities and disciplines.

What the club will do

Our communication will protect members' privacy, maintain clear boundaries and ensure that bullying and harassment does not occur.

The Committee will use the following communications methods to communicate regularly with members:

- 1. email (preferred primary communication method)
- 2. Facebook
- 3. Website
- 4. SMS

1. Email

In a recent club member survey, members indicated a preference for email as the primary communication method.

The Committee will use email as the primary method of communicating important information as well as news items.

All email communication will be sent to your nominated email address on your membership application (online). It is the members responsibility to update their email address regularly. Parents of junior athletes are encouraged to use a parental email address to ensure that important information is known.

2. Social media websites (Facebook)

- We treat all social media postings, blogs, status updates and tweets as public 'comment'.
- Postings (written, photos or videos) will be family-friendly and feature positive club news and events.
- We will use Facebook to update members on competition details and social events.
- No personal information about our members will be disclosed. Members will be tagged in photos where they have allowed the Secretary or Summer/Winter Captains to be 'friends' on Facebook.
- No statements will be made that are misleading, false or likely to injure a person's reputation.
- No statements will be made that might bring our club into disrepute.



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- Abusive, discriminatory, intimidating or offensive statements will not be tolerated. Offending posts will be removed and those responsible will be blocked from the site.

Any member may request in writing to the Secretary that their personal images are not posted on Facebook or that they are not tagged in images on Facebook.

3. Website

- Our website will include current information on committees, coaches, policies, constitution, rules and by-laws.
- No offensive content or photos will be published.
- If we intend to publish a photo of a child, we will first seek permission from his or her parents and take care not to provide identifying information.
- We will seek feedback from members to improve the information available on the site.

What we ask you to do

We expect our members to conduct themselves appropriately when using electronic communication to share information with other members or posting material on public websites connected to the club.

Electronic communication:

- should be restricted to club matters
- must not offend, intimidate, humiliate or bully another person
- must not be misleading, false or injure the reputation of another person
- should respect and maintain the privacy of members
- must not bring the club into disrepute.

Parents are encouraged to use a parental email address on the membership application (online) as the primary contact.

Non-compliance

Members may face disciplinary action for sending inappropriate electronic communication or posting online content or comments that harass, offend, intimidate or humiliate another member, as outlined in our member protection policy or code of conduct.

Under certain circumstances, cyber bullying (e.g. bullying that is carried out through an internet service such as email, a chat room, discussion group, instant messaging or website) is a criminal offence that can be reported to the police.

In addition, members who publish false or misleading comments about another person in the public domain (e.g., Facebook, YouTube or Twitter) may be liable for defamation.



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Photography

Athletics Victoria has a clear Photography policy. Mentone Athletic Club will abide by the Athletics Victoria policy and expects its members and parents/carers to do so.

In particular, Mentone Athletic Club will only use appropriate images of registered athletes, relevant to athletics and depicting them suitably clothed in a manner that promotes participation in athletics.

When using a photo of any registered athlete the club will not name or identify the athlete or display personal information such as residential address, email address or telephone numbers without gaining consent. The only exception to this will be where members are tagged in Facebook images (see Social Media section above).