



POLICY NAME:	GNSW Social Media Policy
DATE OF ISSUE:	September 2015
COVERAGE:	GNSW Activities
DATE OF REVIEW:	December each year
CONTROLLING BODY:	Board

1. OVERVIEW

The Social Media Policy (**the Policy**) is one of a number of Policies and Codes that promotes a culture of best practice (Excellence) management within GNSW. The policy sets out the rights and responsibilities of GNSW and its members in relation to all social media activity.

The Policy defines the scope of social media usage, guidelines for content distribution, the behaviour expected by affiliates and the regulations adopted by GNSW to manage the appropriate use of social media.

2. POLICY STATEMENT

GNSW considers that social media and other online mediums, subject to its use, contribute to international perception of gymnastics and notes that it is necessary to regulate usage and content in order to protect the image and reputation of the sport, GNSW, affiliated clubs, members and prospective members as well as foster a sport free from bullying and harassment.

GNSW considers that material posted on social media, whether on a private or public site, is in the public domain and will be treated as such when investigating grievances or disciplinary matters.

3. SCOPE

The Social Media Policy sets out the minimum requirements for GNSW and its affiliates.

This policy applies to the following, whether they are in a paid or voluntary capacity;

- GNSW Officers (including directors, managers, additional staff)
- Support personnel (e.g. managers, physiotherapists, masseurs, sport trainers)
- Coaches
- Judges and other officials
- Committee Members
- Volunteers
- Gymnasts
- GNSW Clubs

3.1. *Definitions*

<i>GNSW:</i>	NSW Gymnastics Association Inc.
<i>GNSW Club:</i>	An Affiliate Member of GNSW.
<i>Gymnast(s):</i>	Any member training in a Gymsport within an affiliated member club.
<i>Coach(es):</i>	Technical members of Gymnastics Australia currently working in a coaching capacity for a GNSW affiliated member.
<i>Officials:</i>	A person holding official duties as a representative of GNSW.
<i>User(s):</i>	The person and/or people operating the profile.
<i>Social Media:</i>	Any website or application that allows users to create or share content or to participate in social interactions.
<i>Interaction(s):</i>	A mutual or reciprocal action between two or more parties.

4. RELATED DOCUMENTS

Related documents include:

- GNSW Constitution
- GNSW Bylaws
- GNSW Strategic Plan
- GNSW Member Protection Policy
- GNSW Child Safe and Child Friendly Policy
- GNSW Discipline Policy
- GNSW Grievance Policy
- GNSW Acquiring and Displaying Images of Children Policy
- GNSW Child Protection Strategy
- GNSW Ethics and Integrity Strategy
- GNSW Social Media Strategy

This list is not exhaustive and members should consult the GNSW website for other relevant information.

5. RIGHTS AND RESPONSIBILITIES

5.1. *Rights of the user*

Rights of a social media user include, but not limited to;

- Publicise personal views, insights and opinions
- Operate as a separate entity from GNSW or affiliate
- Report inappropriate, unsavoury or derogatory online behaviours
- Right to feel safe

5.2. *Responsibilities of the user*

Responsibilities of a social media user include, but not limited to;

- Interact with other members in a respectful manner
- Ensure content is not defamatory, threatening, harassing, hateful or discriminatory
- Ensure content does not infringe intellectual property rights of others
- Ensure content does not impersonate or falsely represent any other person or entity
- Ensure content upholds GNSW's stance on Child Safe Practice
- Ensure personal opinions do not damage or demean individuals or entities
- Provide factual and accurate information
- Adopt privacy practices and seek to protect privacy of others
- Accept only requests from people who are known and trusted
- Report inappropriate, unsavoury or derogatory online behaviours
- Adhere to the Terms of Use for any social media site or application
- Respect GNSW's core values and Constitution

5.2.1. Gymnasts

In addition to the responsibilities stated in Section 5.2. Gymnasts have the responsibilities to;

- Understand consequences and repercussions, both legal and subject to GNSW policy, of material posted online
- Conduct themselves in reference to the GNSW Gymnast Codes of Behaviour

5.2.2. Coaches and Officials

In addition to the responsibilities stated in Section 5.2. Coaches and Officials (over the age of 16) have the responsibilities to:

- Be aware of Child Protection Policies and legislation and act in accordance when posting content.
- Ensure they do not 'friend', 'follow', or have conversations via social media in the absence of the child's parent with any gymnast under the age of 16.
- Seek consent from those involved, parent or guardian, prior to posting content online.
- Refrain from engaging in conversations with athletes that could be done in other mediums.
- Maintain a Duty of Care to safeguard children and participants.
- Ensure personal views are not represented as those of GNSW or affiliates.
- Conduct themselves in reference to the GNSW Coaches & Officials Code of Behaviour.

5.2.3. GNSW

In addition to the responsibilities stated in Section 5.2. GNSW shall:

- Ensure that interactions with affiliated members remain professional and adhere to privacy requirements.

- Be aware of Child Protection Policies and legislation and act in accordance when posting content.
- Seek consent of those involved prior to posting content online.
- Ensure conduct reflects social and behavioural norms for organisations online.
- Assess and where necessary investigate any grievances lodged in accordance with the appropriate GNSW policy.

6. REGULATION

6.1. *Policy Breaches*

Any GNSW member who is found to have uploaded content or engaged in interactions that do not comply with this Policy may be subject to an investigation and actions as outlined in the, GNSW Child Safe and Child Friendly Policy, Member Protection Policy, Grievance Policy or Discipline Policy, whichever is relevant.

GNSW reserves the right to enforce this Social Media Policy at its discretion. GNSW may remove any posted material, from any GNSW managed platform, that it considers to be in breach of the Policy. Any posting removed by GNSW may be stored for future reference.

GNSW may require that a member, person or entity bound by this policy remove material from social media that it believes in its sole discretion:

- Is illegal
- Is unsavoury,
- Constitutes bullying or harassment,
- Has the potential to bring the sport into disrepute,
- Is incompatible with the objectives of this policy,
- Conflicts with the objectives of the GNSW Strategic Plan, and/or
- Breaches any other GNSW policy.

If GNSW requires that material is removed from social media, it must be removed as quickly as possible. Unreasonable delays with removing material from a site may result in disciplinary action against the member, person or entity.

6.2. *Legal Ramification*

Members may face legal action if content breaches federal or state legislation including but not limited to:

- The Privacy Act (1988)
- Children and Young Persons (Care and Protection) Act 1998
- Classification (Publications, Films and Computer Games) Act 1995
- Criminal Code Act 1995

Members publishing false or misleading comments about persons or organisations on a public forum may be liable for defamation as per the Defamation Act (2005).

7. COMPLAINT HANDLING

If a person has a concern or complaint with respect to the online conduct of a representative of GNSW or other member interactions, a submission to GNSW should be made in accordance with the GNSW Grievance Policy or GNSW Member Protection Policy, whichever is relevant.

9. REPORTING AND GOVERNANCE

Submissions of breaches to this Policy will be reported to Management. A breach of this Policy may, in some circumstances, result in Disciplinary Action.

10. POLICY PROMOTION

This policy will be made available to all members via the GNSW website at www.gymnsw.org.au.

11. REVIEW

This Policy will be reviewed regularly by Management and annually by the Board.

12. ADDITIONS OR AMENDMENTS

In addition to the annual review of this policy, recommended changes to the policy may be submitted to the Board for consideration, at any time. In the event that the changes are accepted, the policy will be updated, dated and circulated to all relevant stakeholders.