

Montrose Football Club

Electronic Communication Policy / March 2011



1. Purpose/Scope:

This policy establishes guidelines for all communication between the club, its members, sponsors, the local community and the general public.

2. Background:

Using the internet and electronic communication is now regarded as essential for communicating with club members. We are committed to ensuring this communication is appropriate and related to club business.

3. Policy:

When using new technology, our club will ensure that members' privacy is protected, clear boundaries are maintained and bullying and harassment does not occur. For the protection of all, coaches and others working with children and young people will direct electronic communication that is not directly related to football team matters, through the parents.

4. Procedure:

Website:

- Information on competitions, social events, committees, policies, constitution, rules and by-laws will be placed on our website
- No offensive content or photos will be uploaded to our website, especially about social activities and events
- Any video postings will feature positive club promotion
- Permission will be sought from parents to upload photos of their children, and care will be taken not to provide information that specifically identifies them.
- A web master will be appointed to provide accountability and control over what goes onto our website and Facebook page.
- Contact details for officials will be restricted to mobile phone numbers only.

SMS and emails:

Club committee members, coaches and team managers may use SMS and email to communicate club business and club sanctioned social events. However:

- Text communication should be short and about club/team matters
- Email communication will be used when more information is required
- SMS and email communications between junior team officials and junior players will be restricted to team football matters only. Any other communication will be directed to parents

Facebook:

- Postings and uploading of videos will feature positive club news and events.
- Personal information about members will not be disclosed
- No statements will be made that are misleading, false or likely to injure the reputation of another person.
- No statements will be made that might bring our club into disrepute.

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Electronic Communication Policy (cont'd) / March 2011



******* It is important to remember*******

Electronic communication is easily distributed widely and without restriction

Communication between the club and members:

- Should be restricted to club matters
- Must not offend, intimidate or bully any member
- Must not be misleading, false or injure the reputation of members or others
- Should seek to protect privacy of members
- Must not bring the club into disrepute

5. Breaches of Policy Provisions:

All members are expected to use the internet and electronic communication appropriately, therefore; MFC will take action for breaches of behaviour and responsibilities outlined in this policy. It is expected that:

- Members will not engage in negative or destructive discussions or postings
- Abusive, harassing, discriminatory or offensive statements will not be posted by members
- Destructive or negative users will be deleted and blocked from engaging with the site and may be subject to disciplinary action

Further, any club member found to have sent inappropriate electronic communication, uploaded inappropriate website content or engaged in blogs or discussions that harass, offend, intimidate or humiliate members or bring the club into disrepute may face disciplinary action as covered by our code of conduct.

Cyber bullying (e.g. Bullying that is carried out through an internet service such as email, a chat room, discussion group, instant messaging or web pages) under certain circumstances is a criminal offense that can be reported by victims to the police. The club can also initiate disciplinary action to provide for the protection, safety and welfare of members.

Members publishing false or misleading comments about another person in the public domain (e.g. Facebook or websites) may be liable for defamation.

6. Related Policies:

- Code of Conduct

7. Responsible for Implementation:

- Board of Management

8. Authorisation & Ratification by:

- Board of Management