

Social Media Policy NGRC

At Newhaven Gig Rowing Club (NGRC) we know that social media is an important tool for the club. **We do expect all members to follow this policy across our platforms.** This policy is here to protect the club and its members. Please **ask permission before taking any photos and videos** that you will be adding to social media. We are also aware that these sites can become a negative forum for complaining or gossiping and **care must be taken not to breach our confidentiality and code of conduct or offend anyone** when using these services.

General information

The main Social Media for NGRC are but not limited to – Facebook, Twitter, Instagram, TikTok

NGRC accounts are for the club, and NGRC posts will be on behalf of the committee reflecting their views. All posts will be relevant to NGRC only.

Any posts by members will be reviewed and approved or declined by admin.

The following policy has been designed to give all users a clear guideline as to what NGRC expect of them when accessing these sites.

The absence of, or lack of, explicit reference to a specific website or service does not limit the extent of the application of this policy. Where no policy or guidelines exist, members should use their judgment and take the most prudent action possible. Consult with the committee, coxes if you are uncertain.

Use of official Accounts

Newhaven Gig Rowing Club and its subsidiaries operate a number of accounts on social media websites for the promotion of activities and events, and as a communication method. The following outlines the limits of their use.

All accounts will be overseen by a social media team made up of 3 members of the committee. Individuals will go under the social media admin team and will not be individually named, so they are not subject to be singled out or is open to personal messages, or emails.

All posts and messages will follow the code of conduct. All members are expected to adhere to the code of conduct online, as well as offline.

Only NGRC will post any event, information, guides, photos, videos relevant to the club.

Parents or children should not be referenced online without their express consent. This includes all photos, videos and other media

Any member who becomes aware of social networking activity that would be deemed distasteful should make publicity, committee or cox aware as soon as possible. All members using official accounts must adhere to the above guidelines; breach of this policy may result in a welfare and safeguarding investigation.

Posts on social media platforms by members / non-members

We ask all other clubs, members or non members who wish to promote, invite, advertise other events to email this to Publicity@ngrc.co.uk and/or admin@ngrc.co.uk All emails received will be reviewed and appropriate action will then be taken.

NGRC social media admins have the right to decline any post or comments they feel do not adhere to the page, group, or platform rules set by NGRC or the platform provider. The social media admins do not have to provide details why post or comments have been removed.

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Should any one club, individual, or group repeatedly have posts declined or comments removed due to not following the rules or code of conduct, the social media admin team will email (in reply to emails) or message back via a NGRC account to explain why. **Any individual who is a repeat offender will be blocked from the NGRC accounts.**

NGRC will not approve any post that are spam or self-promoting.

Guidance for personal use

If you have your own personal profile on a social media website, you should check your settings and be happy with what other may or not be able to see on your personal profile. You also have the right to accept, decline or block anyone you row with.

As a basic rule, if you are not happy for others you row with to see particular comments, media or information simply do not post it in a public forum online.

When using social media sites, members should consider the following:

- Changing the privacy settings on your profile so that only people you have accepted as friends can see your content.
- Reviewing who is on your 'friends list' on your personal profile. In most situations you should not accept friend requests on your personal profile if you do not feel happy to.
- Have the right to remove people you row with from your 'Friends List' without an explanation or confrontation.
- Ensuring information published on the Internet complies with NGRC code of conduct and peoples right to privacy. Breach of these will result in a welfare and safeguarding investigation, which could lead to membership being rejected.
- Ensuring you are always respectful towards:
 - NGRC
 - Other Members
 - Parents and Families (including children and other relatives)

Any derogatory posts outside of NGRC platforms will be deemed a possible breach of the code of conduct.

Other Agencies and Partners

Members should be aware that any disrespectful comments to the above might be seen as libellous and could result in investigation or/ and termination of your membership.

- NGRC logos and trademarks may not be used without written consent.
- At all times you are an ambassador for NGRC. Be aware that your actions captured via images, posts or comments online can reflect on NGRC.
- Any posts will be reviewed and approved or declined by admin.