

Social Media Code of Conduct

This is to be signed by all members of the Queensbury Running Club from the AGM 2021 onwards.

'Social media' includes, but is not limited to, official QRC accounts / groups / pages on Facebook, Twitter, Instagram, WhatsApp, and YouTube, alongside the Strava group. This does not affect members' personal accounts.

It's essential that members make informed decisions about how they use the internet, mobile phone and email communications to protect our club and our people.

Everyone involved in our club has the responsibility to safeguard in all aspects of the club, including communications.

It is the responsibility of all committee members to:

1. Refrain from publishing comments about other clubs, runners or similar and any controversial or potentially inflammatory subjects.
2. Avoid hostile or harassing communications in any posts or other online communications. Harassment is any offensive conduct based on a person's race, sex, gender identity, national origin, colour, disability, age sexual orientation, veteran status, marital status, religion or any other status protected by law.
3. Clubs should identify all copyrighted or borrowed material with citations and links. When publishing direct paraphrased quotes, thoughts, ideas, photos or videos, give credit to the original publisher or author.
4. The club will be responsible for reviewing responses to online posts and resolving any concerns before they are posted.
5. If a blogger or any other online participant posts an inaccurate, accessory or negative comment about your club or anyone associated with the club, do not reply but seek advice from England Athletics.

When posting on social media, whether that is in an official or unofficial capacity, the following advice is to be made:

- If you're uncertain if something is inappropriate or questionable, don't post it
- Mind your manners: Be respectful, kind and civil. You should not tolerate discrimination or hateful comments about anyone, including members of other clubs

- Be human: Use your own voice; speak in a warm, approachable tone and most importantly, be yourself. Anything posted on the behalf of your club is permanent and a reaction of the club and its members
- Respect copyrights and fair use: Always give people proper credit for their work, and make sure you have the right to use something before you publish, for example – match photographs taken by someone else
- Be aware of confidentiality: Only reference information that is publicly available. Do not disclose any information that is confidential without prior consent. For example – a personal telephone number
- Safeguarding is of the utmost importance. No photos should be shared of individuals without their permission, particularly those under eighteen, adults at risk, or those whom you do not know
- QRC should encourage members and non-members of all background and abilities and negative posts can impact on the wellbeing of those involved and reflect badly on the club

If a member wishes to complain about a social media post, they are to follow the complaints procedure as outlined in that document. It is suggested that they take a screenshot of the offending post and do not respond publicly to the post at the time to avoid inflaming the situation.