



# YORKE PENINSULA DIRT KART CLUB Inc.

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## COMMUNICATION POLICY

### Our Commitment

Electronic communication is essential for sharing club news and information with members and the public. The YPDKCI communication will be carried out in a timely, appropriate manner and relative to club business.

The club will use a range of electronic tools to communicate with our members. All communication will protect members' privacy, maintain clear boundaries and ensure that bullying and harassment does not occur.

A webmaster will be appointed to provide accountability and control over material published on our club's website and any related discussion groups or social media websites, such as Facebook, YouTube or Twitter.

### Website

- The club website will include current information on race meets, social events, committees, constitutions, regulations, policies, forms, and rules.
- No offensive content or photos will be published.
- In the event of intending to publish a photo of a child, the club will first seek permission from his/her parents or guardian and take care not to provide identifying information.
- The club will seek feedback from members to improve the information available on the site.

### SMS and Email

The Committee may use SMS and email to provide information about race meets, training, club-sanctioned social events and other club business, however:

- SMS messages should be short and about club matters only
- email communication will be used when more information is required
- communication involving children will be directed through their parents/guardians.

## **Social Media Websites**

- The club will 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.
- No personal information about members will be disclosed.
- 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 the club into disrepute.
- Abusive, discriminatory, intimidating or offensive statements will not be tolerated. Offending posts will be removed and those responsible will be blocked from the site.

## **Expectation of Members**

We expect all 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.

## **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 the clubs member protection policy and code of conduct policy.

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.

## **Agreement**

To become a financial member requires a signed membership form and annual fees paid, and in turn confirms that the member has read, understood and agrees to abide by this policy which operates in conjunction with the Code of Conduct Policy.