



GARESFIELD GOLF CLUB SOCIAL MEDIA POLICY

It's essential that staff and members make informed decisions about how they use social media to protect Garesfield Golf Club (the Club), its staff and other members.

It is the responsibility of Club staff and members to:

1. Refrain from publishing derogatory comments about other clubs, the Club's staff or members, 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. Use common sense: If you're uncertain if something is inappropriate or questionable, don't post it. Anything posted on behalf of the Club is permanent and a reflection of the Club and its members.
4. 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 – photographs taken by someone else.
5. Be aware of confidentiality: Only reference information that is publicly available. Do not disclose any information which is confidential without prior consent. For example – a personal telephone number. If you aren't certain about confidential information then don't publish it.
6. Personal Liability: Remember that you are personally responsible and may be legally liable for what you communicate on social media.
7. Facebook groups containing the Club's name or any pages that can be associated with the Club must not be set up by members without prior approval of the committee. There are other means of communicating with a 'group' of members, e.g. Whatsapp. However please be aware that what you publish in any social media application may not remain confidential to that group.

Failure by members to adhere to this policy could result in disciplinary action, or even expulsion from the club in extreme cases.

Approved by the General Committee

Date: 25 April 2018



AMENDMENT RECORD

Date	Version no.	Amendment
25 April-18	1.0	Policy Reviewed