

# **Troon Lawn Tennis Club**

## **Social Media & Photograph Policy**

Everyone involved in tennis must recognise that the responsibility to safeguard exists both on and off the field of play. Coaches, club officials, volunteers and all members in a position of trust in tennis need to act responsibly, both on and off the court, and this includes the use of electronic communications. Clubs that set up websites or social media accounts have a responsibility to ensure safeguards are in place.

This policy provides guidance on the procedures that will support and underpin the use of social media within Troon Lawn Tennis Club. It is important that all staff, volunteers, coaches, or anyone working on behalf of the club or in a position of responsibility are aware of this policy and agree to the following terms in order to communicate responsibly.

The club should:-

1. Refrain from publishing negative comments or pictures about other clubs, players, team mates, club members, or umpires and any controversial or potentially inflammatory subjects
2. Avoid hostile, harassing or discriminatory communications 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. 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. Review online posts and resolve any concerns about the propriety of Troon Lawn Tennis Club responses before they are posted if necessary. A nominated club member will monitor the club social networking page regularly and remove access from anyone behaving inappropriately.
5. The club will receive permission from members or parents of junior members/ coaching attendees before any photographs/ videos are published on social media or in the paper.

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