



Social Media Guidance Policy

This guidance will support and underpin the use of social networking and other online services within the HHDUGC. It is important all members, volunteers, coaches, officials, or anyone working on behalf of the HHDUGC are aware of this Policy and agree to the following terms.

ADVICE FOR INDIVIDUALS

- DO NOT accept Young People as contacts on social networking sites if you hold a position of trust with Young People
- Where contact through a social networking site is used for professional reasons restrict the communication to professional content and obtain written consent from parents prior to establishing contact
- Include a third party in any communications to young people e.g. copy parents into the communication
- Use the Privacy settings on the various sites to ensure that your content will only be viewed by appropriate people
- Ensure that any content you place on a social networking site is age appropriate
- DO NOT use the site to criticise or abuse others
- Know where to direct young people and their parents / guardians for information
- Know how to report concerns
- Know how to keep data safe and secure. This should include the personal contact data of individuals e.g. mobile numbers, email addresses and social networking profiles

ADVICE FOR YOUNG PEOPLE

- Consider carefully who you invite to be your friend online and make sure they are who they suggest they are.
- There are websites that offer advice about protecting yourself online such as www.ceop.gov.uk and www.childnet.com.
- Ensure you use Privacy settings so that only your friends can view your profile.
- Remember anything you post on websites / social networking sites can be shared with people you DON'T KNOW.
- NEVER post comments, photos, videos etc that may: upset someone, be untrue, are hurtful. If you feel you may regret 'the posting' in the future, then DON'T DO IT.
- If you are worried or upset about something that has been posted or received by text from other young people or adults involved with the Union then raise this with the Union Welfare Officer (UWO), James Ward (Mob: 07799 245656). Alternatively contact the England Golf Safeguarding Team on 01526 351856.
- DO NOT suffer alone. You will be listened to and your concerns taken seriously.





- If you wish to talk to someone anonymously call the NSPCC on 0808 800 5000, or Childline on 0800 1111, or contact them on www.childline.org.uk

ADVICE FOR PARENTS / GUARDIANS

- Be knowledgeable about social network platforms and how they work.
- Go on the internet with your child and agree what sites are acceptable to visit.
- Regularly check they only visit the agreed sites.
- Encourage your child to discuss what they have seen / learnt on the internet.
- Make them feel able to speak to you if they feel uncomfortable, upset or threatened by anything they see online.
- Encourage children to look out for each other when they are online. Explain that its part of staying safe and having fun together.
- Explain that it isn't safe to reveal personal information such as: their name, address, phone number, or email address on the internet.
- Encourage them to use nicknames rather than their own.
- Attachments and links in emails can contain viruses and links to inappropriate material, explain to young people to only open links from people they know.

FURTHER ADVICE

- If you are concerned about texts, social networking posts or any other use of technological communication by HHDUGC Executive members or volunteers raise this with the UWO. They will investigate the matter and take the appropriate action. Alternatively call England Golf Safeguarding Team on 01526 351856.
- Additionally, you should immediately report possible online abuse to the Child Exploitation and Online Protection Centre (CEOP) or the Police. Law enforcement agencies and the internet service provider may need to take urgent steps to locate a child and / or remove the content from the internet.
- Where a young person is in immediate danger ring 999.
- DO NOT POST / SEND negative or critical comments about a person or an organisation. These should be raised through appropriate channels not social media.
- For advice from an external organisation contact the NSPCC on 0808 800 5000.

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