



Dunboyne Tennis Club

Old Kilbride Road, Clonee, Co. Meath. Tel: 085 1537466

Communications Policy

Guiding Principles

Dunboyne Tennis Club's Communications Policy governing communications with members will be guided by the principles set out below:

Communications from the Club will:

- Relate solely to Club business and will be appropriate to the subject matter;
- Ensure that privacy of members is protected, maintain clear boundaries and ensure that bullying and harassment does not occur;
- Comply with the Club's Child Safeguarding Policy;
- Employ written or electronic means as appropriate;
- Be subject to ongoing review taking into account the views of members.

Committee members, coaches and team managers may use social media platforms (e.g. Facebook, WhatsApp, Instagram, YouTube or Twitter) and E-mail to circulate information about competitions, training, Club-sanctioned social events and other Club business.

Website/Social Media Moderator

A moderator will be appointed to provide accountability and control over material published on the Club's website, related discussion groups and social media platforms, such as Facebook, WhatsApp, Instagram, YouTube or Twitter.

In general, publications and postings on Dunboyne Tennis Club's website and social media platforms will be restricted to:

- Club news, information on competitions, social tennis, Club-sanctioned social events;
- Communications from the Committee on Club policies, constitution, rules and by-laws.

The Ground Rules - Postings and Publications

- Postings, including by Club members, on Club website and social media platforms should be kept short and refer solely to Club/team matters;
- Communications involving children will be directed through their parents, guardians or carers as appropriate;
- Dunboyne Tennis Club will treat all social media postings, blogs, status updates and tweets as public comment;
- Postings and Publications, including imaging content will comply with the Club's Child Safeguarding policy and will be family-friendly;
- No personal information about our members will be disclosed;
- No statements will be made that are misleading, false or likely to injure a person's good name;
- No statements will be made that might bring our 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.



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What we ask of Club Members

We expect Club members to follow the ground rules set down in this policy and thereby to conduct themselves appropriately when utilising electronic channels to communicate with the Club or with other members.

In this regard, postings via the Club website, via E-mail and on social media platforms such as Facebook, WhatsApp, Instagram, YouTube or Twitter:

- Should be restricted solely 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; and,
- Must not bring the Club into disrepute.

And again, communications in respect of children and young people, whether from the Club, Coaches and Sports Leaders/Officials, must be directed through their parents, guardians or carers as appropriate.