



# SPRINGWOOD & DISTRICT CITIZENS BOYS AND GIRLS CLUB SOCIAL MEDIA POLICY

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**POLICY NAME:** Springwood Boys and Girls Club Social Media Policy  
**DATE OF ISSUE:** June 2022  
**DATE OF REVIEW:** June 2025  
**CONTROLLING BODY:** Springwood Boys and Girls Club - Management Committee

## 1. OVERVIEW

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The Social Media Policy (**the Policy**) is one of several Policies and Codes that promotes a culture of best practice (Excellence) management within Springwood Boys and Girls Club. The policy sets out the rights and responsibilities of Springwood Boys and Girls Club and its members in relation to all social media activity.

The Policy defines the scope of social media usage, guidelines for content distribution, the behaviour expected by members and the regulations adopted by Springwood Boys and Girls Club to manage the appropriate use of social media.

## 2. POLICY STATEMENT

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Social Media Policy considers that social media and other online mediums, subject to its use, contribute to both domestic and international perception of gymnastics and notes that it is necessary to regulate usage and content in order to protect the image and reputation of the sport, Springwood Boys and Girls Club and its governing bodies Gymnastics NSW and Gymnastics Australia, members and prospective members, as well as foster a sport free from bullying and harassment.

Springwood Boys and Girls Club considers that material posted on social media, whether on a private or public site, is in the public domain and will be treated as such when investigating grievances or disciplinary matters.

## 3. SCOPE

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The Social Media Policy sets out the minimum requirements for Springwood Boys and Girls Club.

This policy applies to the following, whether they are in a paid or voluntary capacity;

- Springwood Boys and Girls Club Members (including executive, non-executive and general members)
- Coaches
- Administration Staff
- Judges and other officials

- Volunteers
- Gymnasts
- Spectators and Visitors

### 3.1. Definitions

**SBAGC:** Springwood Boys and Girls Club (an affiliated member of GNSW)

**Gymnast(s):** Any member training in a Gym sport with SBAGC

**Coach(es):** Technical members of Gymnastics Australia currently working in a coaching capacity for SBAGC

**Officials:** A person holding official duties as a representative of SBAGC.

**Spectators**

**and Visitors:** A person visiting the gym to either observe/ watch class training, competitions or attending the club for any other purpose

**User(s):** The person and/or people operating the profile.

**Social Media:** Any website or application that allows users to create or share content or to participate in social interactions.

**Interaction(s):** A mutual or reciprocal action between two or more parties.

## 4. RELATED DOCUMENTS

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- SBAGC Constitution
- SBAGC Member Protection Policy
- SBAGC Child Safe and Child Friendly Policy
- SBAGC Behaviour Management Policy
- SBAGC Complaint Management Procedures
- SBAGC Privacy Policy
- SBAGC Work Health and Safety Policy

This list is not exhaustive, and members should consult the SBAGC website for other relevant information.

## 5. RIGHTS AND RESPONSIBILITIES

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### 5.1. *Rights of the user*

Rights of a social media user include, but not limited to;

- Publicise personal views, insights and opinions
- Operate as a separate entity from GNSW or affiliate
- Report inappropriate, unsavoury or derogatory online behaviours
- Right to feel safe

### 5.2. *Responsibilities of the user*

Responsibilities of a social media user include, but not limited to;

- Interact with other members in a respectful manner
- Ensure content is not defamatory, threatening, harassing, hateful or discriminatory
- Ensure content does not infringe intellectual property rights of others
- Ensure content does not impersonate or falsely represent any other person or entity
- Ensure content upholds SBAGC's stance on Child Safe Practice
- Ensure personal opinions do not damage or demean individuals or entities
- Provide factual and accurate information

- Adopt privacy practices and seek to protect privacy of others
- Accept only requests from people who are known and trusted
- Report inappropriate, unsavoury or derogatory online behaviours
- Adhere to the Terms of Use for any social media site or application
- Respect SBAGC's core values and Constitution

#### 5.2.1. *Gymnasts*

In addition to the responsibilities stated in Section 5.2. Gymnasts have the responsibilities to;

- Understand consequences and repercussions, both legal and subject to SBAGC policy, of material posted online
- Conduct themselves in reference to the SBAGC Gymnast Codes of Behaviour

#### 5.2.2. *Coaches and Officials*

In addition to the responsibilities stated in Section 5.2. Coaches and Officials (over the age of 16) have the responsibilities to:

- Be aware of Child Protection Policies and legislation and act in accordance when posting content.
- Ensure they do not 'friend', 'follow', or have conversations via social media in the absence of the child's parent with any gymnast under the age of 16.
- Seek consent from those involved, parent or guardian, prior to posting content online.
- Refrain from engaging in conversations with athletes that could be done in other mediums.
- Maintain a Duty of Care to safeguard children and participants.
- Ensure personal views are not represented as those of SBAGC
- Conduct themselves in reference to the SBAGC Coaches & Officials Code of Behaviour.

#### 5.2.3. *SBAGC*

In addition to the responsibilities stated in Section 5.2. SBAGC shall:

- Ensure that interactions with affiliated members remain professional and adhere to privacy requirements.
- Be aware of Child Protection Policies and legislation and act in accordance when posting content.
- Seek consent of those involved prior to posting content online.
- Ensure conduct reflects social and behavioural norms for organisations online.
- Assess and where necessary investigate any grievances lodged in accordance with the appropriate SBAGC policy.

## **6. REGULATION**

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### 6.1. Policy Breaches

Any SBAGC member who is found to have uploaded content or engaged in interactions that do not comply with this Policy may be subject to an investigation and actions as outlined in the, Privacy Policy, Member Protection Policy, Behaviour Management Policy or Complaint Management Procedures, whichever is relevant.

SBAGC reserves the right to enforce this Social Media Policy at its discretion. SBAGC may remove any posted material, from any SBAGC managed platform, that it considers to be in breach of the Policy.

Any posting removed by SBAGC may be stored for future reference.

SBAGC may require that a member, person or entity bound by this policy remove material from social media that it believes in its sole discretion:

- Is illegal
- Is unsavoury,
- Constitutes bullying or harassment,
- Has the potential to bring the sport into disrepute,
- Is incompatible with the objectives of this policy,
- Conflicts with the objectives of the SBAGC Strategic Plan, and/or
- Breaches any other SBAGC policy.

If SBAGC requires that material is removed from social media, it must be removed as quickly as possible. Unreasonable delays with removing material from a site may result in disciplinary action against the member, person or entity.

## 6.2. Legal Ramification

Members may face legal action if content breaches federal or state legislation including but not limited to:

- The Privacy Act (1988)
- Children and Young Persons (Care and Protection) Act 1998
- Classification (Publications, Films and Computer Games) Act 1995
- Criminal Code Act 1995

Members publishing false or misleading comments about persons or organisations on a public forum may be liable for defamation as per the Defamation Act (2005).

## **7. COMPLAINT HANDLING**

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If a person has a concern or complaint with respect to the online conduct of a representative of SBAGC or other member interactions, a submission to SBAGC should be made in accordance with the SBAGC Behaviour Management Policy, Complaint Management Procedures or SBAGC Member Protection Policy, whichever is relevant.

## **8. REPORTING AND GOVERNANCE**

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Submissions of breaches to this Policy will be reported to Management. A breach of this Policy may, in some circumstances, result in Disciplinary Action.

## **9. POLICY PROMOTION**

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This policy will be made available to all members via the SBAGC website at [www.sbagc.com.au](http://www.sbagc.com.au).

## **10. REVIEW**

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This Policy will be reviewed regularly by the SBAGC Committee.

## **11. ADDITIONS OR AMENDMENTS**

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In addition to the annual review of this policy, recommended changes to the policy may be submitted to the SBAGC Committee for consideration, at any time. In the event that the changes are accepted, the policy will be updated, dated and circulated to all relevant stakeholders.