

Tyneside Loipers Cross Country Ski Club Online Safety and communications policy.

This online safety policy for Tyneside Loipers focuses on fostering a respectful digital environment, protecting personal data and maintaining professional boundaries in all electronic communications.

Code of Conduct for Online Interaction

Respectful Communication: Members must not use abusive, harassing, sexist, racist, or defamatory language on social media, in emails, or in group chats (e.g., WhatsApp).

Disrepute Prevention: Members must not post content that brings the club, its members, or the sport of skiing into disrepute.

Disputes: Online disputes or personal insults against club members, competitors, or officials are strictly prohibited.

Confidentiality: Members must respect the confidentiality of club matters including personal contact information.

2. Social Media and Digital Communication

Official Channels: Official club social media accounts are monitored by the Chairperson and the Club Welfare Officer to ensure transparency and accountability.

Professional Boundaries: Coaches and volunteers and any club member must only communicate online with parents of those under 18. There should be no direct communication online or by telephone with children (those under the age of 18 years).

Personal Privacy: Members are encouraged to review their personal social media privacy settings and not post information that could reveal their location or home address.

Data Protection and Personal Information

Data Security: The club will comply with data protection legislation (e.g., GDPR).

Usage Limitations: Personal data collected (email, phone numbers) must only be used for the purpose it was collected (e.g., club communications) and must not be shared with third parties without consent.

Secure Storage: Digital spreadsheets, membership lists, and electronic files containing personal data must be password-protected or encrypted.

Email Etiquette: Use the Bcc (blind carbon copy) function when sending emails to large groups to protect member email addresses if necessary.

Reporting Procedures

Designated Officer: The Club Welfare Officer will handle any complaints regarding online safety or harassment.

Reporting Misuse: Members should report any cyberbullying, inappropriate contact, or unlawful activity to the Club Welfare Officer immediately.

Consequences: Misuse of communication tools or breach of this policy may result in disciplinary action, including suspension or revocation of club membership.

Guidance for Online Events and Meetings

Security: Video conferencing (e.g., Zoom/Teams) for meetings must be password-protected.

Recording: The recording of any online meetings should only be done with the explicit consent of all participants.

Date: June 2026

Review date: June 2029