



This document should be read in conjunction with our **Safeguarding Policy** as part of our overall procedure for protecting the wellbeing of all our members.

The use of social media, chat rooms, text messaging and e-mails and is now a normal part of everyday communication, entertainment and self-expression for most people & businesses.

To protect and safeguard our members while promoting a positive image of Flair Gymnastics Club, we are committed to the safe, professional and legal use of social media. The purpose of this policy is to:

- Ensure that the relationship between coaches, officials, volunteers and gymnasts remains professional at all times.
- Protect gymnasts, coaches, parents and all persons associated with our club from allegations of inappropriate conduct and ensure they have clear guidelines for the use of social media and other communication methods.

Failure to follow this policy will result in a disciplinary referral to the Safeguarding Officer and Head Coach, and may lead to exclusion from the club in severe or repeated cases.

Children and young people under 18 years old must:

- Refrain from posting any remarks, photographs, or videos that are derogatory, inappropriate or that could be disparaging or embarrassing to the club, its staff, volunteers, members or other gymnastics clubs on any social media facility.
- Never ask a coach, club official, volunteer or helper to be your friend on a social networking site. They are in a position of trust and will be in breach of club policy and Codes of Conduct if they accept the request.
- Always remember that anything that is said or shared via social media, chat rooms, text messages, e-mails or other electronic communication – including photographs, pictures and videos – may be shared with people other than those whom it was intended for. Once something is posted / sent, it is no longer in your control.
- Never post or send photographs, comments or videos which may be hurtful, untrue or upsetting and you may regret sharing later on.
- Do not put pictures or the names of other club members on personal sites which directly or indirectly mention Flair Gymnastics Club, as this can be used inappropriately by others.
- Never place a comment on the internet, or via any other digital communication, that you would not say face-to-face to the individual concerned. If you do so you risk not only breaching our club and Scottish Gymnastics policy, but also the law.
- Adhere to this Social Media Policy and that of Scottish and British Gymnastics.

Coaches, Officials and Volunteers must:

- Never contact a gymnast under 18 years old, or an individual over 18 years old whom they are responsible for, on their personal phone, social media or other electronic communication facility.
- Decline any friend request made by any gymnast under the age of 18 years old or an individual over the age of 18 years old for whom they have responsibility for.
- Never use Snapchat or any other similar social media platform where there is no monitoring or message history feature for any communications or materials related to coaching or Flair Gymnastics Club.
- Only use personal devices in the gym to capture content relevant for coaching practice or club media; as soon as this has served its purpose, content featuring gymnasts or activity within the club should be moved onto the shared Google Drive and deleted from the device.
- Never post any remarks, photographs or videos that are derogatory, inappropriate or that could be disparaging or embarrassing to the club, it's staff, volunteers, members or other gymnastics clubs on any social media facility.
- Regularly check and update the privacy settings on all their social media accounts. When a social media platform updates their interface, this can change pre-set preferences and make your account more visible than you intended.
- In the case of younger coaches & volunteers who are still active gymnasts or under 18 years old themselves, we understand that they will have friendships with those who may be under 18 or in the same position. In this situation we expect that you do not enter into online friendships with other gymnasts in the club, in particular any that you personally coach, and that you carefully consider your online interactions with those you are already connected to.
- Adhere to this Social Media Policy and that of Scottish & British Gymnastics.

Parents & Guardians must:

- Never communicate with or accept a friend request from a child, young person under the age of 18 years old or protected adult via social media, chat room or any other electronic communication method unless prior consent has been given by their parent, carer or guardian.
- Never post any remarks, photographs or videos that are derogatory, inappropriate or that could be disparaging or embarrassing to the club, it's staff, volunteers, members or other gymnastics clubs, via any social media facility.
- Avoid asking a coach, official, volunteer or helper to be your friend on a social networking site. They are in a position of trust and have a duty of care to your child and will therefore be in breach of club guidelines and Codes of Conduct if they accept the request.
- Always remember that anything that is said or shared via social media, chat rooms, text messages, e-mails or other digital communication methods – including photographs, pictures and videos – may be shared with people other than those whom it was intended for. Once something is posted / sent it is no longer in your control.
- Never post or send photographs, comments or videos which may be hurtful, untrue or upsetting and you may regret sharing later on.
- Avoid putting up pictures and especially the names of other club members on personal sites which directly or indirectly mention Flair Gymnastics Club, as this can be used inappropriately by others.

- Never place a comment on the internet, or on any other electronic communication platform, that you would not say to the individual concerned face-to-face. If you do so you risk not only breaching our club and Scottish Gymnastics policy, but also the law.
- Adhere to this Social Media Policy and that of Scottish & British Gymnastics.

Note: Coaches should not be contacting individual gymnasts directly, either by means of messaging or on social media. All communications should be made through parents/guardians.

What to do if you have a concern:

As a user of social media, chat rooms and other electronic communication either as a child, young person or adult, you may at some time have a concern regarding what you have seen or what you have been told by another user. This may range from abusive or negative comments and cyber-bullying, to suspected grooming for sexual abuse or exploitation.

If you have a concern please contact the Safeguarding Officer, Administrator or Director of Coaching immediately:

safeguarding@flairgymnasticsclub.co.uk
Safeguarding Officer: 07825871018 (Seonaid McMillan)
Club Administrator: 07429121555 (Alison Carse)
Director of Coaching: 07800940272 (William Smith)

The following is a list of agencies that you can contact for further information, advice or raise any concerns you may have anonymously:

The Child Exploitation Online Protection (CEOP) Unit at www.ceop.gov.uk or by pressing the CEOP button on Facebook.

Childline Scotland on 0800 1111 or www.childline.or.uk

UK Safer Internet: www.saferinternet.org.uk

Children 1st Child Protection in Sport Unit – Tel: 0141 418 5670

The NSPCC Helpline on 0800 800 5000 or www.nspcc.org.uk or www.childnet.org.uk
(NSPCC support service for young people)

Scotland's Anti-Bullying Service – respectme at enquire@respectme.org.uk

Stop It Now on 0808 1000 900 or www.stopitnow.org.uk

Internet Safety on www.thinkuknow.co.uk