



Netball ACT

Social Media and Cyber Safety Policy

Authorised Netball ACT Board of Directors – 1 September 2020

Version 1

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1. INTRODUCTION

This Policy applies to Netball ACT (NACT), District Associations and Clubs.

This Policy aims to ensure that NACT's core values, good reputation and positive behaviours and attitudes are maintained. To ensure that every person involved in netball is treated with respect and dignity and is safe and protected from abuse. NACT acknowledges that the safe environment we wish to maintain for our netball family is not solely confined to the netball court it includes maintaining a harmonious environment during all activities related to and/or that have a connection with netball

NACT are enthusiastically involved with the use of Internet and Information and Communication Technology (ICT) devices which bring a great deal of benefits to NACT, our members and partners. NACT recognises that social networking through the use of a range of internet-based and other electronic social media tools are integrated into everyday life and is committed to supporting people's rights to interact socially through electronic communication, blogging, microblogging, video and audio sharing sites, wikis and interaction via Social Media. However, NACT is acutely aware of the potentially adverse effects of the misuse of information and communication technology and the resulting social media and cyber safety issues, which have the potential to impact negatively on all parties involved.

These operational guidelines are issued to athletes, volunteers and officials while representing NACT in any capacity and are subsidiary to this policy.

2. DEFINITIONS

"Confidential Information" includes but is not limited to:

- a) Non-public information about Netball ACT and District Associations.
- b) Information which is personal information of individuals including that information in reports, investigations, selection process documentation and marketing/event databases, and
- c) Organisational processes, events and procedures of Netball ACT and District Associations.

"Cyber bullying" is a way of delivering covert psychological bullying. It uses information and communication technologies to support deliberate, repeated and hostile behaviour, by an individual or group that is intended to harm and/or offend others;

"Cyber safety" refers to the safe and responsible use of the internet and ICT equipment / devices, including mobile phones;

"District Association" an organisation or association formed to promote netball in an area of the Australian Capital Territory with objects similar to the objects of the Association;

"ICT" means Information and Communication Technologies;

"ICT Equipment / Devices" includes any electronic device which can be used to communicate via the internet or mobile data networks;

"Junior" means a person under the age of eighteen (18) years who is participating in an activity of Netball ACT or of a District Association;

“Individual Member (Member)” means a natural person who is a registered financial member of Netball ACT;

“Netball ACT (NACT)” ACT Netball Association Incorporated trading as Netball ACT, the governing body for netball in the Australian Capital Territory (ACT);

“Policy and This Policy” mean this Social Media and Cyber Safety Policy;

“Privacy Principles and Policy” are those Australian Privacy Principles established under the *Privacy Act* and encapsulated within the Netball ACT Privacy Policy.

3. POLICY APPLICATION

- 3.1 NACT appreciates the value of using electronic communication tools and social media to build more meaningful relationships with NACT Members and District Associations. However, NACT will not tolerate any behaviour whereby a NACT policy is in breach or in risk of being breached.
- 3.2 All use of Social Media platforms which are directly governed by, or relate to the operations of, NACT and District Associations, will be regulated by the Netball ACT Social Media and Cyber Safety Policy (this policy) and relevant Codes of Behaviour.
- 3.3 This policy is applicable when using social media as:
- a) An officially designated individual representing NACT or a District Association on social media; and
 - b) If you are posting content on social media in relation to NACT or a District Association that might affect our business, products, services, events, sponsors, members or reputation.

Note: This policy and particular clause 3.3(b), does not apply to the personal use of social media where there is no reference to NACT or a District Association or an Executive Member of the District Association.

- 3.4 When using social media in an official capacity:
- a) you must be authorised by NACT or the District Association before engaging in social media as a representative of Netball.
 - b) as a part of the Netball community you are an extension of NACT and District Associations brand. As such, the boundaries between when you are representing yourself and when you are representing Netball can often be blurred. This becomes even more of an issue as you increase your profile or position within Netball. Therefore, it is important that you represent both yourself and Netball appropriately online at all times.

4. SCOPE AND RECOMMENDATION

- 4.1 Any unlawful conduct associated with social media or online platforms (under the **CRIMES ACT 1900 SECT 64, 64A and 65**) including, but not limited to using a child for production of child exploitation material, or trading in or possessing child exploitation material.
- 4.2 Inappropriate communication includes, but is not limited to, the following misuses of technology:

- a) Harassing, teasing, intimidating or threatening another NACT member or NACT staff member by posting inappropriate and hurtful email messages, instant messages, text messages, phone messages, digital pictures or images, or website postings via a NACT or District Association site and/or publicly associated with NACT, or
- b) Sending, receiving and / or possessing naked or sexually explicit images of a NACT Member, NACT staff member or Volunteer.

4.3 NACT Members, NACT Staff and Volunteers are to consider the following Social Media and Cyber safety recommendations:

- a) Be aware that postings, comments and /or messages from their individual ICT account or mobile phones will remain the responsibility of the account owner unless the account owner can prove that their account had been accessed by an unauthorised person and by a method outside of their control.
- b) Be vigilant about the security of their accounts and take all reasonable steps to protect themselves, for example, not sharing passwords or allowing others to log on to their individual accounts.
- c) Be aware that where a crime has been committed, they may be subject to a criminal investigation by police over which NACT and District Associations will have no control. This particularly applies to offences listed in 4.1 of this policy.
- d) Implementation of Recommendations and Strategies identified by the Australian Signals Directorate/Defence Signals Directorate to mitigate potential cyber intrusions.

4.4 Further resources that support the implementation of practical measures to reduce the risk of social media and cyber bullying and other cyber intrusion issues from arising include:

- a) Office of the eSafety Commissioner - <http://www.esafety.gov.au>
- b) Australian Federal Police - "Cyber Safety – Top Ten Tips for Youth" <https://www.afp.gov.au/sites/default/files/PDF/cyber-safety-top-10-tips-for-youth.pdf>
- c) ThinkUKnow Australia - <http://www.thinkuknow.org.au/>

5. ORGANISATIONAL RESPONSIBILITY

5.1 NACT and District Associations must:

- a) Adopt, implement and comply with this Policy.
- b) Publish, distribute and otherwise promote this Policy and the consequences for breaching it.
- c) Implement and maintain rigorous and effective social media and cyber safety practices which aim to maximise the benefits of the internet and ICT and allow for the effective operation of NACT and District Association's whilst minimising and managing any risks.

6. INDIVIDUAL RESPONSIBILITIES

6.1 Individual NACT District Associations and Members are bound by this policy and are responsible for:

- a) Making themselves aware of the Policy and complying with the standards of conduct outlined within this policy.
- b) Understanding the possible consequences of breaching this Policy.

7. POLICY BREACHES

- 7.1 All NACT members and NACT employees have a responsibility to ensure that all online communications are made in accordance with this Policy and are therefore of an appropriate and respectful composition.
- 7.2 Examples of inappropriate behaviour may include, but is not limited to, uploading of inappropriate website content and engaging in blogs that harass, bully, offend, intimidate or humiliate whilst representing NACT or a District Association.
- 7.3 It is a breach of this policy or any person or organisation to which this Policy applies to, to have been found to have sent or posted inappropriate comments or communication via the internet or ICT about any registered member of NACT or NACT staff member via a NACT or District Association site or electronic platform. It is also a breach of this Policy when the NACT or District Association's name or branding has been used in anyway which negatively impacts upon NACT or the District Association.
- 7.4 If any NACT Member or NACT staff member feels that they have been the victim of a misuse of technology, they are to:
- a) Save and store the offending material on their computer, mobile phone or other device.
 - b) Print a copy of the material and report the issue in the form of a formal complaint to NACT or the relevant District Association.
 - c) Inform the police immediately if the conduct may be unlawful and/or the content is of a sexually explicit nature.
 - d) Report the abuse to the internet site or relevant telecommunications provider (mobile phone abuse) where relevant.
 - e) NACT or the relevant District Association should then manage the complaint received in accordance with the Netball Australia Member Protection Policy.
- 7.5 Any behaviour by a NACT District Association and member that is inconsistent with the Code of Behaviour and is directly related to NACT or a District Association may constitute a breach of the NACT Social Media and Cyber Safety Policy. In this instance the matter will be dealt with in accordance with the NACT Constitution and Netball Australia Member Protection Policy; this may include referring the alleged breach to the police or internal disciplinary and/or administrative action.
- 7.6 NACT and District Association's must investigate all reports of social media and cyber bullying and other online or mobile telephone harassment within scope of this Policy and the Netball Australia Member Protection Policy. Investigations may result in Police notification by NACT or District Associations when legally obliged to do so. A notification to Police will not override the responsibility of NACT or District Associations to investigate a complaint lodged, however this will only be investigated once Police have concluded their enquiries