



**MEDIA & WEBSITE POLICY** Effective Date:

2020 Revision

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**Related Policies**

Confidentiality & Privacy Policy

Communications Policy

**Introduction**

Sports4all recognizes the importance of communicating with our membership, while at the same time, being sensitive to the youth nature of our community organization.

To ensure that all online communications through the Club's social media accounts are productive and beneficial to all users and to the public at large, we require all users to refrain from:

- making defamatory, slanderous, disrespectful, hurtful, profane, obscene, threatening or illegal statements of any kind
- violating any copyright, trademark or other intellectual property rights of any person
- violating the privacy of any person, including any other user of the Club's social media accounts

The club reserves the right to:

- remove any material that it considers objectionable
- ban future posts from users who violate these Terms of Use
- reprint or quote any post along with the name and/or username of the person who made the post

Sports4all is not responsible for any loss, cost, damages or harm which may result from the use by any person of our website or the posting of any statements by users on our website or on the Club's social media accounts. Users of the Sports4all website agree to indemnify and hold the Club harmless in respect of any damages arising from any claim related to any material in such posting.

**Social Media**

Club staff and/or volunteers make an effort to regularly monitor posts made on the Club's social media accounts, however, staff are unable to monitor all posts at all times. If you feel that a post is objectionable, you are encouraged to contact us by email [info@sports4all.ca](mailto:info@sports4all.ca) .

Sports4all's establishment of social media accounts is meant to enable the Club to employ an additional broadcast medium to reach our membership and the public-at-large, and is not meant to be used for personal social bantering.

Player's full names will not be published on the web site under the age of 18. For players under the age of 18, only first name, last initial can be published. Over the age of 18, full names may be published.

## **Website**

The club reserves the right to remove and decline any links if, in its view, it contains information that is detrimental to the image of Sports4all. Sports4all will not knowingly link to any site that carries inappropriate ads such as gambling or pornography. The site should not contain any information that is detrimental to the image of the Club.

Any member of the Board's Executive Committee can authorize an item. Any other Director can only authorize posting items that relate directly to their responsibilities and programs

All teams sites linked to the club site must conform to the club's policy on web site content. Player's full names will not be published on the web site under the age of 18. For players under the age of 18, only first name, last initial can be published. Over the age of 18, full names may be published.

Contact information for players should never be published. A child's privacy and security will always be considered first.

## **Scope:**

Items can be posted either by the Webmaster or by the Club Administrator.

At least one week should be allowed in order to post an item. Requests to the Webmaster for an "urgent posting" should only come from a member of the Board or staff of the Club.

The Webmaster or the Club administrator may temporarily remove any link from the Sports4all web site to any previously authorized location if and when they feel the content on the effected site is detrimental to the image of Sports4all. Once removed, the Publicity Director will determine if and when the link will be re-established.

Phone numbers, email addresses, and web site addresses will not be posted unless the individual has given permission (email is an acceptable means to provide authorization to the Club).

Teams may not develop their own web pages without the approval of the Operations Director. If approved they can request that these be linked to the club web site.

Teams are responsible for maintaining their own sites. The team should submit their URL and team name to the Operations Director who will review the content and then forward the request the Club Webmaster or Administrator who will establish the link.