

St. Sebastian Archers (the club) adheres to a Code of Conduct as given by Archery GB (AGB) and encompasses the Code of Conduct, Safeguarding Policy, Equality Policy, Rules of Shooting, Anti-doping Rules and Disciplinary Policy. All club members are expected to be familiar with these codes and rules (these can be found on the Archery GB website www.archerygb.org) and abide by them. Any act of fraud, theft, vandalism, bullying, intoxication by alcohol and/or illicit drugs or any behaviour that endangers members and/or brings the club into disrepute is taken seriously and will be investigated.

Purpose of the policy

This policy provides a clear set of rules on what is acceptable behaviour and the consequences of breaking the rules when interacting club members of St. Sebastian Archers, members of other archery clubs and more generally with Archery GB online and is designed to protect everyone within Archery GB, this includes the board, staff, volunteers, athletes, members, parents/carers, coaches, officials, clubs, counties, regions, home nations, contractors, and commissioned service providers. It ensures we operate in line with our values, codes of conduct and within the law in terms of how we conduct ourselves in online spaces.

This policy is mandatory and should be read in conjunction with Archery GB's safeguarding policies and code of conduct.

The pace of change in technology means that it is not possible to identify a definitive list of all forms of social media and video conferencing platforms which this policy applies to, hence it is to be read as applying to all forms commonly understood to be social media, online messaging and video applications.

The rules

- 1) Do not post, host or reshare, comments or images which are racist, sexist, homophobic, abusive, discriminatory, intimidating, threatening, bullying, harassing, sexualised or insulting
- 2) Do not create a risk to a person's safety or attempt to deceive an individual or Archery GB
- 3) No spamming or over-posting
- 4) No posts, comments or discussion attacking protected characteristics
- 5) No personal or inappropriate posts or comments about board, staff, volunteers, athletes, members, parents/carers, coaches, officials, clubs, counties, regions, home nations, contractors, and commissioned service providers
- 6) No posts, comments or discussion that may contravene Archery GB's Code of Conduct
- 7) No sexting or sending of obscene images
- 8) Users of social media must obtain written parent/carer permission before direct messaging any under 18s via their social media platforms. A parent or carer shall be copied in on all private messages and included in all messaging groups between the club and the young person.

- 9) Parent/carer permission must be obtained before an image of an under 18 is used on an online platform
- 10) Check the minimum age for users on social media platforms.
- 11) No gaming or banter or general discussions on the club WhatsApp group or Facebook page— keep to archery related purposes only.
- 12) The club has provided a “St. Sebs Social” group for general social, non-archery related topics and discussions. Enrolment is by request to the administrators (Chair and Secretary). All other rules still apply.

General guidance

Do not say or do anything online if you wouldn't do it face-to-face.

Think carefully about what you post on public pages, remember comments can be shared or screenshot even if you later regret them and delete them.

Posts by users are reactively moderated by the administrators as hosts of their pages.

Content posted by users does not represent the views of or constitute an endorsement by the club or Archery GB.

What will happen if I break the rules?

Archery GB welcomes constructive criticism and feedback online but if your posts or comments break the rules, we will screenshot it and you will be asked to delete it.

If you repeatedly break the rules your posts/comments will again be screenshot and you may also be banned from posting to that page. The administrators may report your comment to the social media platform which could result in you being banned from the platform or having your account temporarily suspended. If we perceive your comment as a threat against an individual or group or we believe it breaks the law we will report it to the police.

Depending upon the offence, the club or Archery GB will have the right to investigate and take disciplinary action (in line with our disciplinary policy, regulations, and procedures) against any alleged breach of our code of conduct or our policies, rules, regulations, and procedures which may affect our reputation.

What should I do if I see a comment on an Archery GB social media account which I feel breaks the rules?

If you see or are aware of a comment or image that concerns you or makes you feel uncomfortable, take a screenshot and send a message to Archery GB's communication team communications@archerygb.org

Once the communication team become aware of your message, they will review the comment and act accordingly.

If you are not happy with their response or you feel a faster response is needed comments can be reported direct to the social media platform.

If you wish to report a safeguarding or discrimination concern, you can use our online '[Report a Concern](#)' form where reports can also be made anonymously.

What should I do if I see a comment on my club/organisation's account which I feel breaks the rules?

If you see something you don't like on an Archery GB club or affiliated organisation's page, take a screenshot and report it to your club's welfare officer or you can also report it to the social media platform.

If you are unhappy with the club's response to your concern then please forward the screenshot to us via communications@archerygb.org.

Useful contacts

Serious concerns of abuse, bullying or discrimination should be reported to Archery GB's safeguarding team safeguarding@archerygb.org

Child Exploitation and Online Protection Centre (CEOP) www.ceop.police.uk

Childnet www.childnet.com

The UK Safer Internet Centre www.saferinternet.org.uk

Review of These Disciplinary Guidelines

This Disciplinary Guideline is to be reviewed annually at the club AGM or EGM, or sooner as required at a club general meeting, always affixed with a revised version number and date.