

Showjumping Ireland COMMUNICATIONS AND MEDIA POLICY

MOBILE PHONES

Responsible and secure use of mobile phones by adults and young people is encouraged by **Showjumping Ireland** and in general the following should apply when communicating with underage athletes.

- Anyone working with our young athletes should never place themselves in a compromising position by texting or communicating via social media sites with underage athletes.
- All such communications regarding **Showjumping Ireland** activities should be sent via the parents or guardians of the underage athlete, unless otherwise agreed with the parents/guardians, in writing
- As an adult - Do not communicate individually by text/email sites with underage athletes
- As an adult - Do not engage in communications with underage athletes via social network sites

AS A YOUNG PERSON REMEMBER:

- If you receive an offensive photo, email or message, do not reply, save it, make a note of times and dates and tell a parent or Children's Officer/Designated Safeguarding Children Officer within **Showjumping Ireland**
- Change your phone number in cases of bullying or harassment
- Be careful about who you give your phone number to and don't respond to unfamiliar numbers
- Don't use the phone in certain locations; inappropriate use of your camera phone may cause upset or offence to another person, e.g. in changing rooms
- Treat your phone as you would any other valuable item so that you guard against theft

Showjumping Ireland COMMUNICATIONS AND MEDIA POLICY

SOCIAL MEDIA GUIDELINES As a person involved in **Showjumping Ireland** activities you are not always using social media in a professional capacity and **Showjumping Ireland** respects your rights to use these media platforms in a personal capacity.

Showjumping Ireland would ask you to keep in mind the following: (implications that may follow if you chose to refer to **Showjumping Ireland** from a personal social media site)

- Adhere to **Showjumping Ireland's** applicable documents
- You are responsible for your actions but remember that those actions may have consequences for **Showjumping Ireland** You have a responsibility when using social media platforms to not do anything online that might tarnish the image of **Showjumping Ireland**
- Look out for compliments and criticism. Even if you're not online as a spokesperson for **Showjumping Ireland**, if you spot positive or negative remarks about the **Showjumping Ireland** that look important, forward them to the marketing department
- Do not mix your official **Showjumping Ireland** role with your personal life online. Not everyone will be able to make the distinction between the two. While **Showjumping Ireland** respects freedom of speech, remember that all online users can see everything you post. Use your judgment and common sense.
- Never disclose non-public information regarding **Showjumping Ireland** including confidential information.
- Remember that it may cause conflict if you take a position online that is counter **Showjumping Ireland's** interests, policies and regulations.