



Patron: The Duke of Richmond and Gordon

Chichester Boys' Club CIO

Social Media Networking Policy

Introduction

This policy provides guidance on how Chichester Boys' Club uses the internet and social media, and the procedures for doing so. It also outlines how we expect Trustees, employees, leaders and volunteers, and the children who are members of our organisation, to behave online.

Chichester Boys' Club commit to implementing this policy and addressing any concerns quickly and within these guidelines.

Aims

The aims of our online safety policy are:

- To protect all young people and vulnerable adults involved with Chichester Boys' Club and who make use of technology (such as mobiles phones, games consoles and the internet) while in our care;
- To provide employees, leaders and volunteers with information regarding online safety and inform them how to respond to incidents to ensure our compliance;
- Understanding the online world.

As part of using the internet and social media Chichester Boys' Club will:

- Assess and manage the safety aspects – including what is acceptable and unacceptable behaviour for employees, leaders, volunteers, young people and vulnerable adults when using websites, social media including Facebook, TikTok, Instagram, Twitter or Snapchat, apps and video conferencing platforms including Zoom or Skype;
- Be aware of how employees, leaders, volunteers, young people and vulnerable adults use social media both inside and outside of our setting but ensure that our accounts remain professional profiles and that contact via these will receive only work related replies;
- Manage our online presence through our website or social media platforms and will adhere to the following guidelines:
 - (i) all social media accounts will be password-protected;
 - (ii) the accounts will be monitored by at least two designated members of either trustees, employees, leaders or volunteers in order to provide transparency;
 - (ii) They will be overseen by the Youth Development Leader.
- Young people, vulnerable adults, adult members, guardians and families of group members who may be affected, will be made aware of who manages the Social

Media accounts and who to contact if they have any concerns about something that's happened online;

- Consent will be sought in relation to posting of photographs or videos of any young person or vulnerable adult on social media;
- Provide online safety training to employees, leaders and volunteers.

What Chichester Boys' Club expects of our trustees, employees, leaders and volunteers:

- To be aware of this policy and behave in accordance with it;
- To seek advice of the Youth Development Leader if they have any concerns about the use of the internet or social media;
- They should not like or comment on the posts or newsfeed of any members of Chichester Boys' Club who are young people or vulnerable adults, unless it relates to Chichester Boys' Club;
- Young people must not be tagged in posts or photographs and only use initials when referring to young people and vulnerable adults;
- They must avoid Chichester Boys' Club discussions on personal accounts if it is of a personal nature.
- To be aware of cyber bullying and inform the Youth Development Leader if it is suspected.

Policy Date: 5 February 2025

Review Date: February 2026

Signed by Chairman of the Trustees:

