



# PLAYFORD AQUATIC CLUB

## POSTING OF IMAGES TO PAC SOCIAL MEDIA PAGES AND WEBSITE

### POLICY

This policy governs the publication of images on club social media pages and website by selected representatives of Playford Aquatic Club (PAC). For the purposes of this policy, social media means any facility for online publication and or commentary, including but not limited social networking sites such as Facebook, Instagram, Messenger, Snapchat, and the Club Website

#### Playford Aquatic Club Facebook Page, Instagram and the Club Website

The above platforms are linked, therefore what is posted on one platform will feed through to the other two platforms. **Instagram Account feeds to the Facebook Club Page which feed to the Club Website. These are accessible to the general public and will only show;**

- Selected group photographs taken at a swim meet
- Photographs advertising club BBQs
- Promotion of our club sponsors
- Promotion of our club carnival and related information
- Specific individual recognition. Christian names may on occasion get released if it is for specific individual recognition and permission to do so has been received by the club.

**As a club we do not sell on any images we post or have access to. Our followers are checked regularly and any we feel are suspicious are removed and blocked from viewing the page.**

#### Playford Aquatic Club Members Only Facebook Page

This is a standalone platform. This site does not feed any other platform.

- Our Members Only page is a Private Group and members are approved by the club to be in this Group eg: Life Members, Past members who actively still support the club, Coaches, Current Parents and Active Swimmers over 13 years with their own Facebook Accounts.
- Majority of our images go to our members only page.
- Photographs that are supplied to the media officer to post to this site still go through a vetting process where the following guidelines are applied
  - Photographs are checked for photographic approval
  - images that contain images of siblings' verbal approval will be sought to publish.
  - Images that are deemed inappropriate or too revealing will not be published.
- This site is where Total Carnival Meet Albums are created, and pictures are uploaded for club families to gain images of their children.
- Names will be released on these sites only if consent has been given to the club in writing.
- As members transfer or leave the club, they are deleted from the members only fb page.

**Access to all images supplied to the club from members or external sources once received is limited to: Secretary, Media/PR, and the photographer. Images are stored on a password protected Google Drive images supplied to the club are not deleted unless it is specifically requested, they are kept and form part of the club history.**

**Note. The club has no control over images taken by our members or how they are posted on their own personal social media pages.**