

Madeley White Star FC

STAYING SAFE IN THE DIGITAL WORLD

ONLINE PROCEDURES FOR MANAGERS AND COACHES



We all benefit from the digital world – when used appropriately. We create our own digital footprint every time we post comments, photos and videos – so be sure before you post. If you wouldn't say or do something face-to-face – then don't do it online.

THE QUICK DO's & DON'T's:

DO:

- Use the privacy settings available on most social media sites. Facebook has different 'set up' guidelines for U18s to help to keep you safe – use them;
- Ensure you and your parents/carers know who from your club should be contacting you and how they should be doing this.

DON'T:

- Post, host, text or email things that are hurtful, insulting, offensive, abusive, threatening, or racist. This goes against football rules and could also be against the law;
- Give out personal details including mobile numbers, email addresses or social networking account access to people you don't know well offline;
- Invite your coach, manager, club officials, adult referees or mentors to become your friends online even if you get on really well with them. They have been asked not to accept such invitations;
- Say or do something online if you wouldn't do it face to-face.

THE ADVICE IF YOU'RE WORRIED OR FEELING UNCOMFORTABLE:

- Tell an adult you trust about any communications that make you feel uncomfortable or that ask you not to tell your parent/carer;
- Talk to your club's Welfare Officer if you are unhappy about anything sent to you or said about you over the internet, social networking sites, text messages or via email; Tell an adult you trust if an adult involved at your club (or a referee) asks you to become their friend online. Also inform your Club Welfare Officer;

- If you receive an image or message you find offensive, threatening or upsetting, tell an adult you trust. Make sure you copy and save the image/message elsewhere – or print it off before you remove and destroy it. It may be needed as evidence;
- You can also report concerns directly to the police by clicking here: www.ceop.police.uk/safety-centre.

It's important to be aware that a message between two people is private, but if one person shares it, it is considered public. If the original message was offensive, etc. then the person who shared is liable to same action as originator as they are classed as having posted it.

THE ADVICE FROM THE EXPERTS:

There's loads of advice out there designed just for you, so check it out. The links below offer help and advice on the following topics and much more:

Cyberbullying, online reputation, sexting, social networking, downloading, gaming, online grooming, apps, video chat and webcams, location devices, premium rate content, security, live streaming, online sexual harassment, screen-time healthy balance...

- **CHILDNET** www.childnet.com/young-people
- **NSPCC** www.nspcc.org.uk/preventing-abuse/keeping-children-safe/online-safety/
- **CHILDLINE** www.childline.org.uk
- **THINKUKNOW** www.thinkuknow.co.uk
- **YOUNG STONEWALL** www.youngstonewall.org.uk

As well as offering general support for Lesbian, Gay, Bisexual and Trans (LGBT) young people, Young Stonewall offers specific guidance on managing online issues such as cyberbullying.

FOR FURTHER INFORMATION

If you need any further advice or information please contact our Club Welfare Officer, **Jo Ingram** mobile: **07736 041462** / email: **jo.ingrammws@gmail.co.uk** who will deal with reported concerns.

DIGITAL COMMUNICATION WITH CHILDREN AND YOUNG PEOPLE (U18s)

If at any time our Club Welfare Officer is not available, or the matter is clearly serious, all our members should be aware that they can:

- Contact the County FA Designated Safeguarding Officer directly;
Jan Scott – telephone: 01785 256994 /
mobile: 07969 294023 /
email: jan.scott@staffordshirefa.com
- Contact The FA’s Safeguarding Team on **0800 169 1863** or **Safeguarding@TheFA.com**;
- Contact the Police or Children’s Social Care; and/or
- Call the NSPCC 24-hour Helpline for advice on **0808 800 5000** or text **88858** or email **help@nspcc.org.uk**.

Madeley White Star FC Executive Committee understands and accepts our collective responsibility to adhere to our digital communication policy and procedures.

We commit to ensuring our members are aware of and have access to our policies.

Signed:

Role	Name	Signature	Date
Chairperson	Rob Woodward	<i>Rob Woodward</i>	27/11/2020
Secretary	Charlotte Bailey	<i>Charlotte Bailey</i>	27/11/2020
Treasurer	John Bailey	<i>John Bailey</i>	27/11/2020
Welfare Officer	Joanne Ingram	<i>Joanne Ingram</i>	27/11/2020