
FAI Social Media Policy

Glossary

Affiliated Member of the Association shall mean all National Bodies, Provincial Associations, leagues, clubs and AGM Members who have a liated directly to the FAI or to their respective governing body.

Board shall mean the Board of Management of the FAI.

Child Welfare Committee shall mean a Committee of the FAI.

Children or **Child** shall mean individuals under the age of 18 other than a person who is or has been married.

Designated Child Welfare Officer shall mean the person who is responsible for child welfare and deals with outside agencies, including Statutory Authorities, as well as being a resource person to any employee or volunteer who has child protection concerns.

Designated Child Welfare Liaison Officer (if one of appointed) shall mean the person who the child welfare day to day functions is delegated to by the Designated Child Welfare Officer.

National Bodies shall mean the Colleges Football Association of Ireland (CFAI), Defence Forces Football Association (DFFA), Football Association of Ireland Schools (FAIS), Football For All (FFA), Irish Soccer Referees Society (ISRS), Irish Universities Football Union (IUFU), Junior Council, Schoolboys Football Association of Ireland (SFAI) and Women's Football Association of Ireland (WFAI).

Provincial Associations shall mean the Connaught Football Association (CFA), Leinster Football Association (LFA), Munster Football Association (MFA) and Ulster Football Association (UFA).

Social Media shall mean any form of electronic communication through which users share information, ideas, personal messages, and other content.

Stand Down Order shall mean an order which is issued to any person who is the subject of a complaint or inquiry by a Statutory Authority in relation to any child welfare concern. A Stand Down Order is issued to an individual to immediately refrain from particular activities within the FAI for a speci ed or inde nite period pending the outcome of an enquiry or investigation in accordance with FAI Rules.

Statutory Authorities shall mean those state bodies which promote the welfare and protection of children and young people and have a legal responsibility for the investigation and / or validation of suspected child abuse, and these include An Garda Síochána, the Health Service Executive and the Child and Family Agency.

The Association or **the FAI** shall mean the Football Association of Ireland. **The Policy** shall mean this FAI Social Media Policy.

- **1 Policy statement**

1.1. The Football Association of Ireland (the “FAI”) understands that the use of Social Media helps promote football in the Republic of Ireland if used appropriately. The Policy outlines the standards the FAI requires when using Social Media.

- **2 Who is covered by the Policy?**

2.1. The Policy is applicable to all individuals working / volunteering within the game of Association football in the Republic of Ireland.

- **3 The scope of the Policy**

- 3.1. The Policy is established to ensure the interests of Children participating in football is of paramount importance.
- 3.2. Breach of the Policy may be dealt with using the disciplinary procedures which apply to each organisation and, in serious cases, may be treated as gross misconduct leading to a Stand Down Order, ban from membership of the FAI and / or dismissal.
- 3.3. The Policy is approved by the Committee who will consider proposals for additions and / or amendments on an ongoing basis.
- 3.4. FAI employees must read this policy in conjunction with the policy on social media in the FAI employee handbook.

- **4 Responsibility for implementation of the Policy**

- 4.1. The FAI and each A liated Member has overall responsibility for the e ctive operation of the Policy.
- 4.2. Each individual is responsible for their own compliance with the Policy and for ensuring that it is consistently applied.

Personal use of Social Media sites

The FAI respects your right to use Social Media for personal use however it is important to be mindful of the impact Social Media can have on others. The following conditions must be met for personal use to continue:

- (i) You are responsible for your conduct when using any form of Social Media.
- (ii) Your personal views should not conflict with your existing role in football. You should be aware that what you publish will be public for many years.
- (iii) Be mindful of the impact your contribution might make to people's perceptions of the FAI and its Affiliated Members.

Using Social Media

- 6.1. When making use of any Social Media platform, you must read and comply with its terms of use.
- 6.2. Do not upload, post or forward any content belonging to a third party unless you have that third party's consent. For example, don't discuss colleagues, competitors, coaches and / or players without their prior approval.
- 6.3. Avoid publishing your contact details where they can be accessed and used widely by people you did not intend to see them, and never publish anyone else's contact details.
- 6.4. Do not engage with irate players, parents or coaches on a public forum. Organise a meeting to allow all parties to discuss possible outcomes.
- 6.5. If you are a manager, coach, club official, referee or medic you should not:
 - (i) Accept any player or referee who is under 18 as a friend on your personal Social Media page. Instead encourage them to follow your organisation's Social Media page. Your personal views should not conflict with your existing role in football.
 - (ii) Communicate with any person under 18 through Social Media, text message, phone or email.

6.6. All communications concerning under 18's should be made through parents / guardians. It is important to ensure all communications relate to specific club matters e.g. fixtures, training etc.

7 Setting up and running a Social Media page

- 7.1. Do not use personal details to set up your organisations Social Media page. You should for example use the organisations email address. All account log in details should be kept safe and secure to avoid possible hacking.
- 7.2. When setting up an email address and / or Social Media page for your organisation (for example, a club web-site), it should be accessed by at least three administrators. These administrators should be responsible for up-loading content and monitoring posts on the site. If any of these administrators or any other person are behaving inappropriately their access should be removed immediately.
- 7.3. It is important to ensure everyone within your organisation is aware of who is administering your Social Media page(s).
- 7.4. Each administrator should be familiar with the privacy and safety settings on their Social Media page to ensure it is for use by your organisation only.
- 7.5. Any user under the age of 18 looking to join your organisations Social Media page should have provided written parental / guardian consent in advance.
- 7.6. No images or personal information of under 18's should be posted online without prior written consent from each parent / guardian. It is critical that no user is asked to post any personal details of under 18's as certain information could be used to identify or locate them.
- 7.7. To avoid any inappropriate material appearing on your Social Media page you should enable the appropriate privacy settings. This will allow you to manage the content on your Social Media page to avoid any distress or reputational damage.
- 7.8. The content on your page should be accurate and up to date and any material that is no longer required should be removed.
- 7.9. Any inappropriate use, such as bullying, is strictly prohibited and should be reported to the Designated Child Welfare Officer / Designated Child Welfare Liaison Officer within your organisation.

7.10. Misuse of Social Media, in certain circumstances, constitute a criminal offence and suspicious behaviour towards under 18's should be reported to the Statutory Authorities.

7.11.If you are unsure about something you are about to post, then you should not do it. Always consider who will be able to view it and if in doubt, always discuss it with the Designated Child Welfare Officer / Designated Child Welfare Liaison Officer within your organisation.

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Photography & Filming

8.1. There are inherent risks in posting personal information about Children as it can lead to being able to identify the child and their location, or it is possible that images may be subject to inappropriate use. When posting photographs or videos the following points should be considered:

- (i) At the start of each season it is essential that written consent is received from every Child's parent / guardian before any photography or filming takes place. This should be obtained using an appropriate consent form.
- (ii) Children's names or additional detailed information about them should not accompany any image or video. Before up-loading any images or videos of Children, written consent should be received from each parent / guardian.
- (iii) Any person filming or taking photographs must be Garda vetted and have completed a relevant FAI approved basic awareness training course.
- (iv) If a Child within your organisation is under a court order or is in the care of the Child & Family Agency / HSE, their image must not be placed in the public domain.
- (v) Ensure that Children are appropriately dressed and only allow images to be taken on the field of play. Photographing / filming should not take place in changing rooms, showers or toilets.
- (vi) Camera phones should never be allowed into Children's changing rooms, showers or toilets.If an individual who is engaged in filming / photography presents a serious concern or an immediate danger, please report the issue to your local Garda Station.
- 8.2. If parents / guardians, professional photographers or other spectators are intending to photograph or video at an event they should also be made aware of the Policy.
- 8.3. Specific details concerning the Policy in relation to photography and filming should, wherever possible, be published prominently and must be announced over the public address system, prior to the start of an event.

- 8.4. Organisations should never allow unsupervised access to Children, one to one photo sessions or photo sessions outside the event or at a Child's home.

Football Association of Ireland Social Media Consent Form

Organisation Name: _____

Child's Name: _____

In accordance with the FAI Social Media Policy, (*insert organisation name*) will not permit personal details, photographs or videos of children to be taken without the consent of their parents / guardians.

If at any time, the child or parent / guardian wishes images or their details to be removed from (*insert organisation name*) social media page(s) the administrators should be contacted as per the FAI Social Media Policy. This information should be removed within seven days.

To be completed by parent / guardian:

I consent to (*organisations name*) using my child's name on social media. I consent to (*organisations name*) taking photographs or videoing my child.

I confirm that I have been made aware of how the organisation will use these images or videos and how these images or videos will be stored within the organisation.

I confirm that I have read, or been made aware of the FAI Social Media Policy. I confirm that my child is not subject to family, care or legal proceedings.

Signature of parent / guardian:

Print name of Parent / Guardian:

Date:

To be completed by the Club Chairman

Signature of Club Chairman:

Print name of Child Chairman:

Date:

