



1.0 Scope

This policy applies to past and present members of the Redland Bushwalkers Inc whether ordinary, associate, honorary and life members and covers all modes of communication including but not limited to Meetup, Facebook, email, and verbal communication.

2.0 Responsibility

The Club has appointed Administrators to manage Facebook and Meetup and they will be responsible for applying this policy in respect of those modes of communication.

3.0 Membership

3.1 Meetup

Admin shall only admit current financial members to the club's private Meetup group. Non-members may be permitted to join with committee approval (for example people with reciprocal membership rights who frequently participate in our activities).

3.2 Facebook

Admin shall only admit current and previous financial members to the club's private Facebook group. Non-members may be permitted to join with committee approval (for example people with reciprocal membership rights who frequently participate in our activities).

4.0 Acceptable Use

The club's private platforms allow group members to publish (post) text and/or photos, and other group members may make comments on those posts. Admin shall:

- a. Apply the group rules that define what is and is not acceptable use of the club's private platforms.
- b. Monitor activity for adherence to the group's rules.
- c. Take appropriate action when posts are seen or reported that do not comply with the group's rules.

5.0 Appropriate Action

Appropriate action is taken to mean:

- a. Removing an inappropriate post or comment at the earliest opportunity to minimise the number of group members that view it.
- b. Contacting the author of the post or comment and informing them that it has been removed and the reasons for this.
- c. Explaining to them the club's "3 strikes and you're out" policy and informing them that:
 - i. First transgression, no further action is required and remind them of the group's rules with all future posts.
 - ii. Second transgression, their membership will be suspended for 28 days, and if they transgress again when their suspension is lifted, they will be permanently removed from the group.
 - iii. Third transgression, they will be permanently removed from the appropriate group.

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6.0 Group Rules

The club shall adopt the following group rules for its private platforms:

6.1 Subject Matter

Members may only post material that relates to:

- Activities and events approved by the club (i.e. that are or were on the club calendar);
- Other topics related to the club's activities, such as the requesting or giving of advice/handy hints or the selling of equipment; and
- Other material that may be of interest to the group.

6.2 Photos

- Members may only post photos of people if those in the photo have given their permission for it to be posted. The incidental inclusion of people is acceptable if they are far enough away not to be clearly identifiable, such as a landscape photo where people are captured on the track ahead.
- Be mindful to protect the privacy of other group members and never post photos that could embarrass or disrespect others. If you are posting a close-up of people, permission will need to be sought before taking the photo and before posting.

6.3 Acceptable Text and Comments (Verbal and Written)

The club's private platforms should provide a positive, pleasant and respectful space to share information related to the club's activities. Never post comments that could embarrass or disrespect others.

Acceptable comments are:

- A description of the activity and the environment.
- A title for a photograph, for example "the view from the summit of Mount Maroon looking south towards Mount Barney".
- Complimentary comments such as "Lovely walk today, thanks to *Jane Smith* for organising and leading it", or "Great walking with *John Brown* today, one of our new members, hope to see him on a few more walks".
- If in doubt refrain from mentioning someone by name, or in any other way that would allow them to be identified by people who know them.

6.4 Unacceptable Text and Comments (Verbal and Written)

Never post or make comments that:

- Are combative, inflammatory or derogatory, including attempts to be humorous at the expense of others.
- Suggest the Club or its members condone illegal or irresponsible behaviour (e.g. navigation information about closed, unmarked or unofficial routes, discrimination, bullying, etc).
- Contain third-party advertising or links to personal business ventures.

6.5 Complaints

If any Member has any concern that another Member may be in breach of any of the Group Rules, they may make a formal complaint to the Management Committee, by emailing the Club Gmail: Redlandbushwalkersinc@gmail.com. All complaints made to the Committee shall be investigated and a response provided to the complainant. Refer to Code of Conduct for detailed procedures.

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Amendment to previous version (01/04/2022):

| Section | | Change |
|-------------------------------|--------------|--|
| No. | Title | |
| 1 | Scope | Included email communication in Scope of policy |
| 6.5 | Complaints | New section |
| All | All Sections | Updated headers and footers Included section numbering |
| Amendment to Previous Version | | New – details the changes in the current version to the previous version |

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