

SOCIAL MEDIA POLICY

Preamble

1. OSSA encourages Individuals to engage with social media but cautions that such engagement must meet the standard of conduct and behaviour outlined by OSSA's *Code of Conduct and Ethics*. Conduct and behaviour falling short of this standard may be subject to OSSA's *Discipline and Complaints Policy*.

Definitions

2. The following terms have these meanings in this Policy:
 - a) "*Case Manager*" – The person or organization appointed by OSSA to oversee management and administration of complaints.
 - b) "*Individuals*" – Individuals employed by, or engaged in activities with, the OSSA including, but not limited to, athletes, coaches, judges, officials, volunteers, managers, administrators, committee members, parents and guardians and spectators at events, and Directors and Officers of the Organization
 - c) "*OSSA*" – The Ontario Speed Skating Association.
 - d) "*Social Media*" – The catch-all term that is applied broadly to new computer-mediated communication media such as blogs, YouTube, Facebook, Instagram, Tumblr, TikTok, Snapchat, and Twitter

Application of this Policy

3. This Policy applies to all individuals.

Conduct and Behaviour

4. All conduct and behaviour occurring on Social Media must comply with the Ontario Speed Skating Association's Code of Conduct and Ethics.

5. The following social media conduct are violations of the *Code of Conduct and Ethics*:

- a) Posting a disrespectful, hateful, harmful, disparaging, or insulting comment on a social medium that is directed at a Participant, the Organization or at other individuals connected with the Organization.
- b) Posting a picture, altered picture, or video on a social medium that is harmful, disrespectful, insulting, embarrassing, suggestive, provocative, or otherwise offensive, and that is directed at a Participant, the Organization or at other individuals connected with the Organization.
- c) Creating or contributing to a Facebook group, webpage, Instagram account, Twitter feed, blog, or online forum devoted solely or in part to promoting negative or disparaging remarks or commentary about the Organization or its stakeholders or reputation.
- d) Any instance of cyber-bullying or cyber-harassment between one Participant and another Participant (including a teammate, coach, opponent, volunteer, or official), where incidents of cyber-bullying and cyber-harassment can include but are not limited to the following conduct on any social medium, via text-message, or via email: regular insults, negative comments, vexatious behaviour, pranks or jokes, threats, posing as another person, spreading rumours or lies, or other harmful behaviour.

6. All conduct and behaviour occurring on social media may be subject to the OSSA *Discipline and Complaints Policy*.

Individuals Responsibilities

7. Individuals acknowledge that their social media activity may be viewed by anyone; including but not limited to the O SSA, individuals and sponsors.
8. If O SSA unofficially engages with an Individual in social media (such as by retweeting a tweet or sharing a photo on Facebook) the Individual may, at any time, ask O SSA to cease this engagement.
9. When using social media, an Individual must model appropriate behaviour befitting the Individual's role and status in connection with O SSA.
10. Any employee or member in a position of trust with vulnerable individuals must not connect with anyone under 18 on any social media site, through any personal or private account, other than a sanctioned O SSA account.
11. Although many athletes eighteen (18) years of age and younger will have their own email address, all communications must only be sent to the parent's email. No adult should communicate one on one with an athlete eighteen (18) years of age or younger.
12. Removing content from social media after it has been posted (either publicly or privately) does not excuse the Individual from being subject to the *O SSA Discipline and Complaints Policy*.
13. A person who believes that an Individual's social media activity is inappropriate or may violate O SSA's policies and procedures should report the matter to O SSA in the manner outlined by the *O SSA Discipline and Complaints Policy*.