

### 1. OUR COMMITMENT

Electronic communication is essential for sharing club news and information with our members. Our communication will be timely, appropriate and related to club business. We will not tolerate any form of Cyber Bullying.

### 2. WHAT WE WILL DO

We use a range of electronic tools to communicate with our members. Our communication will protect members' privacy, maintain clear boundaries and ensure that bullying and harassment does not occur. We will develop a Social Media Policy to address the issues arising from the use of social media. A webmaster will be appointed to provide accountability and control over material published on our club's website and any related discussion groups or social media websites, such as Facebook, YouTube or Twitter. We will deal with any infractions in accordance with the law, our constitution and/or policy and if necessary, report any incident to the Police or other appropriate authority.

#### WEBSITE

- Our website will include current information on competitions, social events, committees, policies, constitution, rules and by-laws.
- No offensive content or photos will be published.
- If we intend to publish a photo of a child, we will first seek permission from his or her parents and take care not to provide identifying information.
- We will seek feedback from members to improve the information available on the site.

#### SMS & EMAIL

Committee members, coaches and team managers may use SMS and email to provide information about competition, training, club-sanctioned social events and other club business, however:

- SMS messages should be short and about club/team matters.
- Email communication will be used when more information is required.
- Communication involving children will be directed through their parents.

#### SOCIAL MEDIA WEBSITES

- We treat all social media postings, blogs, status updates and tweets as public 'comment'.
- Postings (written, photos or videos) will be family-friendly and feature positive club news and events.
- No personal information about our members will be disclosed.
- No statements will be made that are misleading, false or likely to injure a person's reputation.
- No statements will be made that might bring our club into disrepute.
- Abusive, discriminatory, intimidating or offensive statements will not be tolerated. Offending posts will be removed and those responsible will be blocked from the site.

### INTERNET PRIVACY DISCLOSURE POLICY

Southern Tigers Basketball Association running the [www.southerntigers.com.au](http://www.southerntigers.com.au) website is committed to client service and this policy outlines our ongoing obligations to you in respect of how we manage your Personal Information.

We have adopted the 10 National Privacy Principles (NPPs) contained in the Privacy Act 1988 (Cwth) (the Privacy Act). The NPPs came into effect on 21 December 2001. The NPPs govern the way in which we collect, use, disclose, store, secure and dispose of your Personal Information.

A copy of the National Privacy Principles may be obtained from the website of The Office of the Federal Privacy Commissioner at [www.privacy.gov.au](http://www.privacy.gov.au).

We understand that when you are accessing our website or interacting with us online, the privacy and confidentiality of personal information is important to you. That's why we are committed to safeguarding the personal and financial details you provide us. The following explains what information we gather from you when you go to our website, how we use that information and how you can contact us for more information.

We collect information in 2 separate ways. Firstly, when you logon to our website the server collects information by placing a cookie on your system. Secondly, if you send us an email or use the online contact form we will also have the details you put in them.

### THE INFORMATION WE COLLECT

Each time someone visits our site, our web server collects the following types of information:

- The number of users who visit.
- The date and time of visits.
- The number of pages viewed.
- How users navigate through the site.

No attempts are made to identify anyone browsing our site. The data is collected so that we can accurately evaluate the quality of our content and make improvements for you. If you use email or use the online contact form we do not collate that information with the server information.

### HOW WE COLLECT INFORMATION

We use technology called cookies when you visit our site. Cookies are small pieces of information which can be stored on your hard drive (persistent cookies) or in memory (session cookies). They can record information about your visit to the site, allowing it to remember you next time you visit and provide a more meaningful experience.

We use cookies to offer you increased security. Despite common myths, the cookies we send to your PC cannot read your hard drive, obtain any information from your browser or command your computer to perform any action. They are designed so that they cannot be sent to another site or be retrieved by any site other than [www.southerntigers.com.au](http://www.southerntigers.com.au).

We will never allow third parties to collect statistical data from our site for any reason. We do not use cookies that try to capture information that can personally identify you. They are simply used to evaluate and measure the effectiveness of our website.

### HOW WE USE YOUR INFORMATION

The type of information we collect from you will depend on the way you contact us, if you use an email or a website form, then we may collect email addresses and IP numbers from the services you use.

When applying for our products or services we may request personal information such as your name and address, email address and contact phone numbers. We also tell you how we use the personal information we collect, who we give access to that information and how you can access it, if we have retained it.

We never use third parties to run online competitions or promotions. While we do have some outgoing links on this site we are not responsible for their privacy policies, please check the outgoing sites privacy policy if you use the links. We have no paid advertisers on this site and do not use pop-up ads or pop-under ads, the only pop-up pages we have are of the graphics we have supplied for you to view.

If you have contacted us by email or a website form, we may use your email address to advise you of any changes to the services. We may also use your email address to send regular communications about our products, which you have told us you are interested in

### PERMISSION TO CONTACT YOU

You can choose not to receive further emails from us by withdrawing your consent. To do this, simply send an email or contact us by telephone (so that we can identify you) and ask us to stop contacting you.

### SECURING YOUR INFORMATION

We take appropriate steps in securing your information; we use virus scanners and ad-ware and mal-ware detectors on all machines that store your contact details. We don't store financial details on any machine connected to the internet. All transmissions where we ask for information from you are done using Secure Socket Layer (SSL) Certificates which encrypt the data between your browser and our website.

Stored information about you is further protected from unauthorised access through the use of firewalls, secure passwords and sign in processes.

### 3. WHAT WE ASK YOU TO DO

We expect our members to conduct themselves appropriately when using electronic communication to share information with other members or posting material on public websites connected to the club.



Electronic communication:

- Should be restricted to club matters.
- Must not offend, intimidate, humiliate or bully another person.
- Must not be misleading, false or injure the reputation of another person.
- Should respect and maintain the privacy of members.
- Must not bring the club into disrepute.

Coaches and others who work with children and young people must direct electronic communication through the child's parents.

#### **4. NON-COMPLIANCE**

Members may face disciplinary action for sending inappropriate electronic communication or posting online content or comments that harass, offend, intimidate or humiliate another member, as outlined in our member protection policy or code of conduct.

Under certain circumstances, cyber bullying (e.g. bullying that is carried out through an internet service such as email, a chat room, discussion group, instant messaging or website) is a criminal offence that can be reported to the police.

In addition, members who publish false or misleading comments about another person in the public domain (e.g., Facebook, YouTube or Twitter) may be liable for defamation.