



Make It Happen Club SCIO Online Safety Policy

Make It Happen Club SCIO - Online Safety Policy for Young People

Last Updated: 16th January 2024

Introduction

Make It Happen Club SCIO is committed to ensuring the safety and well-being of young people participating in our programs and activities. This Online Safety Policy outlines guidelines and procedures related to online interactions, including the posting of pictures on social media and the Make It Happen Club website.

Consent for Photos/Videos

Before posting any pictures or videos of young participants on social media, the organisation's website, or any other digital platform, Make It Happen Club SCIO will obtain explicit consent from parents or guardians. Consent forms will clearly outline the purpose of the media usage and provide parents or guardians the opportunity to specify any restrictions. The organisation will respect the wishes of those who do not wish to have their child's images shared online.

Online Interaction Guidelines

1. Personal Information:*

- Staff and volunteer must avoid sharing personal information about young participants, including full names, addresses, phone numbers, or any other identifying information.
- Communications with young people should be conducted through official Make It Happen Club SCIO channels.

2. Social Media Interaction:

- Staff and volunteers should maintain professional boundaries on social media platforms.
- Personal social media accounts should be private to protect both staff and young participants.

3. Posting Pictures/Videos:

- Pictures or videos of young participants should be positive and appropriate.



- Avoid posting content that could be interpreted as embarrassing or invasive.

4. Cyberbullying:

- Make It Happen Club SCIO has a zero-tolerance policy for cyberbullying. Staff, volunteers, and participants are expected to report any instances immediately.
- Appropriate actions will be taken against individuals found engaging in cyberbullying.

5. Digital Communication:

- All digital communication with young participants should be professional, respectful, and related to Make It Happen Club SCIO activities.
- Personal communication should be kept to a minimum and conducted through official channels

Staff Code of Conduct for Personal Online Safety

1. Privacy Settings:

- Staff members should regularly review and update privacy settings on personal social media accounts to limit access to personal information.

2. Professionalism:

- Staff members are expected to maintain a professional online presence that reflects positively on Make It Happen Club SCIO.
- Avoid engaging in controversial or inappropriate online discussions that may compromise the organisation's reputation.

3. Conflict of Interest:

- Staff members should avoid befriending young participants on personal social media accounts.
- In case of a personal relationship with a participant, staff must report it to the appropriate supervisor to determine an appropriate course of action.

4. Reporting Concerns:

- Staff members should report any online safety concerns or violations of this policy to Make It Happen Club SCIO management.

Review and Updates



This Online Safety Policy will be reviewed annually and updated as needed. All staff and volunteers are expected to familiarise themselves with this policy and adhere to its guidelines.

By implementing and enforcing this Online Safety Policy, Make It Happen Club SCIO aims to create a safe and positive online environment for young people and uphold the organisation's commitment to their well-being.