

MID KENT GOLF CLUB SOCIAL MEDIA POLICY

Members are reminded that the 'bringing the Club into disrepute' clause 2 contained in the Club Disciplinary Guidelines extends to the use of 'Social Media' (the internet, social networking sites, blogs etc.). Members are also reminded of their responsibility to act appropriately and professionally at all times when using these sites to discuss Club matters, and advise that you consider carefully whether what you say is appropriate. Where members decide to use these sites, they must not display or knowingly allow to be displayed on social media any information which could be considered to be confidential to the Club.

The following guidelines are intended to help determine acceptable standards when you are on line using social media and other related sites.

Members must ensure that any entries made on social networking sites such as Facebook, YouTube, Twitter, LinkedIn or blogs etc., both personal and business related, are appropriate and do not damage the reputation of the Club, its members, customers, suppliers, associates, freelancers or any employee. It should be remembered that any business or personal usage that brings the Club, its members, customers, suppliers, associates, freelancers or any employee of the club into disrepute is totally unacceptable and will be dealt with under the Club's Disciplinary Procedure.

You are responsible for what you post; never use the Club's name to promote your own ideas.

You must not become involved in arguments or disagreements, in conversations or postings, relating to the Club, its members, customers, suppliers, associates, freelancers or any employee. If a member discovers these they must report them to the Manager. If a member is approached with a negative complaint or an awkward question regarding anything detailed in this policy, they must report this immediately to the Manager.

At no time must a member make comments on social media about those individuals as detailed above which are unpleasant or inappropriate. Members must also not engage or be seen to endorse a group or comment made by another which is unacceptable, as detailed in this policy. It is of the upmost importance that we respect and value others and show professionalism and integrity at all times.

Any disputes a member feels he has with the Club, its members, customers, suppliers, associates, freelancers or employees, then they should their concerns internally using the Club's grievance procedure.

Failure to adhere to this policy may result in disciplinary action being taken under the appropriate procedure, a copy of which is included.