**Social Media Policy**

**Draft for Consultation 30 May 2016**

**Purpose**

This policy is designed to make clear the expectations on New Zealand participants in the Society with regards to communicating on social media.

**Application**

This policy applies to members of the Society for Creative Anachronism New Zealand Inc (SCANZ).

**Policy**

SCANZ does not discriminate between online and offline behaviour. The basic expectation of courteous behaviour and any other applicable rules and policies are considered to apply to all members (and other participants) at all times when acting as part of the Society in New Zealand.

1. **SCANZ policy does not override Terms and Conditions for social media platforms**

The terms and conditions each user agrees to in order to use a social media platform must be

adhered to.

1. **Online behaviour is treated the same as in-person behaviour**

This may include direct online communication with another remember of the Society or interaction on an SCA-related group or page. Members are encouraged to remember that the process and consequences that apply to in-person behaviour may also apply to online behaviour and act accordingly. Be aware that, in the event of a grievance or other formal action taken against a member, social media and other online communication maybe taken into account.

1. **Administering a social media presence has responsibilities**

If you operate or administer a social media presence that seems to represent the SCA in some way, you may be held accountable for moderating what happens through that presence. The reputation of the SCA can be more easily tarnished by bad behaviour online, and so administrators should be aware they may also face consequences if such behaviour is left unchecked. Administrators should also take care when using the name or service mark of a group, guild or office in the SCA (including but not limited to badges, devices or other logos): they may be protected Intellectual Property, and you may be asked to remove any such items if you are not authorised to use them.

 For further information regarding policy on administering online presences and sites, refer to the Lochac Masonry team?

 **Other Relevant Documents**

SCA Inc Governing Documents ('Corpora')

 Terms and Conditions of Social Media platforms

 **Further Information**

 For further information on the above policy, please contact the SCANZ secretary by emailing xxxxxxxxx