

E-Safety & Communication Policy

1. Introduction

1.1 BowlsWales is committed to sustaining a culture in which it is safe and acceptable for all individuals involved in our sport to raise concerns about unacceptable practise and misconduct.

1.2 This policy describes the procedures that will support and underlie Bowls's use of social networking and other online services; it should be read in conjunction with the social media Policy. It is essential that all participants, volunteers, coaches, officials, and parents are aware of this policy and agree to adhere by the terms outlined below.

1.2.1 To protect all young people who utilise technology, such as mobile phones, iPads, gaming consoles, portable devices, and the internet, while playing or participating in bowls.

1.2.2 Provide our members and volunteers with e-safety policy and procedure information.

1.2.3 To ensure that everyone within bowls complies with our values and the law regarding the use of IT (information technology).

2. E-Safety Checklist

2.1 Ensure that all members, staff, and volunteers are aware of the safety aspects, including what is acceptable and abhorrent behaviour when using digital technology such as social networking sites (such as Twitter and Facebook), mobile phones, game consoles, and the internet.

2.2 When interacting with digital technology and/or social networking companies, it is essential that everyone adheres to applicable laws and best practises.

2.3 Adopt the BowlsWales Safeguarding Policy so that it is clear how to report online concerns about potential exploitation.

- 2.4 For clubs/leagues/counties, determine how and by whom your website will be managed to ensure that the necessary precautions are in place to:
- 2.5 Vet and manage the webpage(s)
- 2.6 Ensure that the Club/League/County Welfare Officer is involved in reviewing the content.
- 2.7 Ensure that any interactive content, such as a club social network page or discussion forum, is moderated.
- 2.8 Registration or 'signing up' to your club's social media pages:

Choose an appropriate email address to register/set up a profile or account.

- 2.10 Ensure the appropriate security settings are set up.
 - 2.11 Ensure that adequate privacy settings are in place either restricting or allowing access to photos, personal information, comments, friends and followers.
 - 2.12 Ensure that members, volunteers, parents and players are aware of the need to protect their privacy online and should be encouraged to carefully consider who they give access to their personal information online. Everyone should ensure that there is a clear differentiation between their personal and professional profiles.
3. Address safety when adding content to the club webpage or profile:
- 3.1 Promote safe and responsible use.
 - 3.2 Avoid taking personal details of young people.
 - 3.3 When uploading content – 'think before you post'.
 - 3.4 Report fake or imposter webpages or profiles.

4 . Address safeguarding when promoting your club/league/county and BowlsWales

5 . Promote your Club or League webpage using the Club's or League's own email rather than personal accounts

4. Monitoring and Review

Every year, the policy will be evaluated, and every three years, a comprehensive review will be conducted. Additionally, a policy review can be conducted in response to any of the following events:

- 4.1 Changes in legislation or guidance
- 4.2 Changes in governance of the sport
- 4.3 Changes in the nature or size of BowlsWales
- 4.4 A procedural review taking place following a significant case

Policy Owner: Safeguarding Lead Officer
Policy approved by: BowlsWales Board
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