



CYBER SAFETY POLICY

**Adopted by NSW Netball Association Ltd Board Meeting on
10th December 2014**

| <i>Update</i> | <i>Comments</i> |
|------------------|--------------------------------------|
| 10 December 2014 | Version 1 adopted by the NNSW Board. |

TABLE OF CONTENTS

| | <i>Page</i> |
|---------------------------------|-------------|
| 1. Policy Statement..... | 3 |
| 2. Member Responsibilities..... | 4 |
| 3. Policy Application | 4 |
| 4. Policy Breaches..... | 5 |
| 5. Policy Definitions..... | 6 |

1. POLICY STATEMENT

The Netball NSW Cyber Safety Policy forms one part of the Netball NSW Member Protection Policy (MPP), and as such, should be read in conjunction with the MPP. This Policy applies to Netball NSW and all affiliated Associations.

This Policy aims to ensure that Netball NSW's core values, good reputation and positive behaviours and attitudes are maintained. The Policy works alongside the Netball NSW MPP to ensure that every person involved in netball is treated with respect and dignity, and is safe and protected from abuse. Netball NSW acknowledges that the safe environment we wish to maintain for our netball family is not solely confined to the netball court.

Netball NSW are enthusiastically involved with the use of Internet and Information and Communication Technologies (ICT) devices which bring a great deal of benefits to Netball NSW, our members and partners. However, Netball NSW are acutely aware of the adverse side of misuses of information and communication technology and the resulting cyber safety issues which have the potential to impact negatively on all parties involved.

Netball NSW places a high priority on the acceptable use of ICT devices and communication and therefore has developed comprehensive operational guidelines '*Netball NSW Social Media Communications Guidelines*' (*Marketing & Communications: Infonet MC01*) which can be referenced when educating Netball NSW Members and staff of the appropriate use of social media tools.

2. MEMBER RESPONSIBILITIES

2.1 Organisational Responsibilities.

Netball NSW and Association's must:

- a) adopt, implement and comply with this Policy and its regulations.
- b) publish, distribute and otherwise promote this Policy and the consequences for breaching it.
- c) implement and maintain rigorous and effective cyber safety practices which aim to maximise the benefits of the internet and ICT and allow for the effective operation of Netball NSW and affiliated Association's whilst minimising and managing any risks.

2.2 Individual Member and Netball NSW Staff Responsibilities.

Individuals bound by this policy are responsible for:

- a) making themselves aware of the Policy and complying with the standards of conduct outlined within this policy.
- b) understanding the possible consequences of breaching this Policy.

3. POLICY APPLICATION

3.1 Inappropriate communication includes, but is not limited to, the following misuses of technology:

- a) harassing, teasing, intimidating or threatening another Netball NSW member or Netball NSW staff member by sending or posting inappropriate and hurtful email messages, instant messages, text messages, phone messages, digital pictures or images, or website postings, irrespective of whether the message or post can be viewed by the wider public and
- b) sending, receiving and / or possessing naked or sexually explicit images of a Netball NSW Member or Netball NSW staff member.

3.2 Netball NSW Members and Netball NSW Staff should consider the following Cyber safety recommendations:

- a) Be aware that postings, comments and /or messages from their individual ICT account or mobile phones will remain the responsibility of the account owner unless the account owner can prove that their account had been accessed by an unauthorised person and by a method outside of their control.
- b) Be vigilant about the security of their accounts and take all reasonable steps to protect themselves, for example, not sharing passwords or allowing others to log on to their individual accounts.
- c) Be aware that where a crime has been committed, they may be subject to a criminal investigation by police over which Netball NSW and our affiliated Association's will have no control. This particularly applies to 'sexting' where the member is in possession of an inappropriate sexualised image of a person under the age of 18 years old.

4. POLICY BREACHES

- 4.1 All Netball NSW members and Netball NSW staff members have a responsibility to ensure that all online communications are made in accordance with this Policy and are therefore of an appropriate and respectful composition.
- 4.2 It is a breach of this policy or any person or organisation to which this Policy applies to, to have been found to have sent or posted inappropriate comments or communication via the internet or ICT about any registered member of Netball NSW or Netball NSW staff member. It is also a breach of this Policy when the Netball NSW or Association's name or branding has been used in anyway which negatively impacts upon Netball NSW or the Association.
- 4.3 If any Netball NSW Member or Netball NSW staff member feels that they have been the victim of a misuse of technology they should:
- a) Save and store the offending material on their computer, mobile phone or other device.
 - b) Print a copy of the material and report the issue in the form of a formal complaint to Netball NSW or the relevant Association
 - c) Inform the police immediately if the content is of a sexually explicit nature.
 - d) Report the abuse to the internet site or relevant telecommunications provider (mobile phone abuse) where relevant.
 - e) Netball NSW or the relevant Association should then manage the complaint received in accordance with the Netball NSW MPP Part C - Complaints Handling Regulation, Attachment C1 Complaints Procedure.
- 4.4 Netball NSW and affiliated Association's must then investigate fully all reports of cyber bullying and other online or mobile telephone harassment in accordance with the Netball NSW MPP Part C Complaints Handling Regulation. Investigations may result in Police notification by Netball NSW or affiliated Association's when legally obliged to do so. A notification to Police will not override the responsibility of Netball NSW or affiliated Association's to investigate a complaint lodged but will result in an enquiry being conducted alongside any Police investigation.

5. POLICY DEFINITIONS

Cyber bullying is a way of delivering covert psychological bullying. It uses information and communication technologies to support deliberate, repeated and hostile behaviour, by an individual or group that is intended to harm others.

Cyber safety refers to the safe and responsible use of the internet and ICT equipment / devices, including mobile phones.

ICT means Information and Communication Technologies.

ICT Equipment / Devices includes but is not limited to: computers, desktops, laptops, tablets, PDAs, storage devices, USB and flash memory devices, CDs, DVDs, floppy disks, iPods, MP3 players, cameras, video, digital, webcams, all types of mobile phones, video and audio players / receivers, portable CD and DVD players, Gaming consoles and any other similar technologies as they come into use.

Junior means a person under the age of eighteen (18) years who is participating in an activity of Netball NSW or of an Association.

Member means a member for the time being of Netball NSW under Part 3 of the Netball NSW Constitution and includes affiliated Association's, Individual Members and Life Members.

Netball NSW means the New South Wales Netball Association Limited trading as Netball NSW.

Policy and This Policy mean this Cyber Safety Policy.