

Social Media Policy and Guidelines



Introduction

The Camogie Association Social Media Policy and Guidelines has been developed to best serve the interests of all our members and to provide guidelines on how to use social media effectively and responsibly.

The world of social and digital media is an enjoyable and emerging place. As a Camogie official, player or member, you will often encounter that world.



Vision

The vision of the Camogie Association is to provide an inclusive, enjoyable and lifelong involvement in Camogie, as Ireland's leading female sport, and as a vibrant part of the Gaelic Games family, at home and internationally. This vision should inform all our communications, including digital and social media.

Digital Guidelines

These guidelines will evolve over time as new technology and platforms emerge. They currently deal with the digital and social media world as it is today, and keep a few basic aims for the Camogie Association in mind.

- To promote and develop positive online discussion of the Camogie Association
- To protect the reputation of official Camogie Association social media platforms online
- To help moderate discussions appropriately
- To keep the Camogie Association open and transparent in the world of social media
- To show respect at all times for those who engage on social media

We are actively engaging our audiences online. In doing so, we must take into account some key challenges.

When members share opinions online, they may reflect positively or negatively on the Association.

Members may inadvertently share confidential information or intellectual property.

Individuals or organisations outside the Camogie Association may use digital and social media to challenge the Association's rules/regulations and its reputation. The Camogie Association will defend its position in such circumstances.

Camogie topics are widely discussed throughout all social media platforms. It is imperative therefore that the Association uses these same platforms to promote and outline official Camogie Association policies.

We engage with online audiences, not just in Facebook & Twitter but also on blogs, forums, chat-rooms and on other emerging social and digital media platforms. The Camogie Association Social Media Policy and Guidelines document will enable our officials, players and members to develop an active and positive presence online, enhancing the experience and enjoyment for everyone's benefit.



Registration

What is?

twitter



Building the Camogie Association family online

The Camogie Association online is a network of people helping to make a collection of sites. Each website and social media channel is operated by a dedicated individual or team. These include people who run club websites, video sites such as YouTube or Vimeo, photo sharing sites such as Flickr, blogs or discussion pages on Facebook.

We are all part of the same Association, so it is important that Clubs, County Boards and Provinces register their official digital channels with the Camogie Association at national level via their respective PRO. Provincial Camogie, Post Primary and Third level Camogie PROs must also register their official digital media platform directly with the Camogie Association at National Level.

Communication Links as follows

Club PRO – County PRO (Club PRO and Secretary register their site with the County PRO and Secretary)

County PRO – National Level (County PRO registers the county site only at National level)

Post Primary PRO – National Level

Third Level PRO – National Level

Provincial PRO – National Level

In that way, anyone who speaks on behalf of the Camogie Association is authorised to do so, ensuring we work to give the Camogie Association an appealing online presence.

As a club member, you will need to register your official Camogie website or digital media channel with your relevant County PRO.

The following information must be provided via an application form as received from County Board Secretary (*refer to the Appendix at the rear of this booklet*).

Name/Contact Details including email & postal address

Name of site/Role of individual

(i.e. moderator of site/names of other moderators & contact details)

In the event that a website has been created you must provide the above information plus details on the name of the website design & development company (in the case of a website) contact details & point of contact.

In the case of a Club establishing a social media channel, all of the above information should be provided to your County PRO who in turn must keep an official register of all website and social media sites in their county and share this information with the Camogie Association via the Communications & Marketing Director at national level when required.

A County, Post-Primary, Third and Provincial Level PRO must register their official sites for their unit directly at National Level.

For example:

The PRO creating a Facebook account on behalf of Post-Primary Schools Camogie must provide the details to the Communication & Marketing Director.

Each social media site must be established using the following official terms:

Official (*insert name of county*) Camogie for Facebook

Official (*insert name of county*) Camogie for Twitter

Official (*insert name of club*) for Facebook

Official (*insert name of club*) for Twitter

For example:

[facebook.com/official\(County/Club name\)camogie](http://facebook.com/official(County/Club name)camogie)

[twitter.com/official\(County/Club name\)camogie](http://twitter.com/official(County/Club name)camogie)

The use of the terms “official” & “camogie” will enable the Association and all units to establish official and authorised social media communication channels and distinguish it from non-approved sites purporting to express the views of camogie units.

Full details are provided in the Official Set-Up Guide, as adopted and modified from the GAA Official Set-Up Guide.

Using Social Media

What is?

facebook



Being responsible on social media

Listed below are our guidelines for communicating on social media forums and other online platforms. These guidelines will help us manage what is being said about the Camogie Association on social media platforms, and how we and our audience interact.

These Guidelines:

Apply to Camogie Association members, players, officials or contractors who create or contribute to blogs, wikis, social networks, virtual worlds or any other social media platforms.

Outline the principles that apply when engaging in social media activity on behalf of the Camogie Association, or through official Camogie Association social media channels.

Include a section for members referring to the Camogie Association while using social media platforms in a personal capacity.

All Camogie Association members are welcome to take part in social media but the Association expects each individual to follow these guidelines. In that way everyone participates in a respectful and relevant manner that protects our reputation and respects the law of the land.

Anyone who deviates from these guidelines may be subject to disciplinary or other appropriate action.

The Guidelines – when officially representing the Camogie Association

The following nine principles will help guide our members who represent the Camogie Association in an online official capacity when speaking on behalf of the Association.

1. Follow Association Values

Approach online communications using sound judgement and common sense. Adhere to the Association's values, as well as other applicable policies. Please familiarise yourself with the Camogie Association's official guide, available from www.camogie.ie

2. Be Transparent

Make it clear that you volunteer or work for the Camogie Association. Your honesty will be noted in social media environments. If you are writing about the Camogie Association, use your real name, identify your position within the Association and be clear about your role. If you have a vested interest in what you are discussing, be the first to say so.

You should neither claim nor imply that you are speaking on the Association's behalf – instead use a disclaimer. For example:

The Camogie Association accepts no responsibility for the opinions expressed on this forum, which are those of the individuals expressing them, and do not necessarily, represent the views of the Camogie Association.

In the case of communicating on a blog/facebook about camogie, moderated by you, an opinion may be expressed by a contributor or by you, which is contrary to the rules and regulations of the Association. It is necessary to provide the above disclaimer on your site.

3. Confidential Information

When posting on the internet do not disclose any information that is confidential or proprietary to the Association, or confidential to any third party that has disclosed information to the Association.

When in doubt, do not post.

You are personally responsible for your words and actions online.

As an official Camogie Association spokesperson, you must ensure that your posts are completely accurate and not misleading.

They should not reveal any non-public information regarding the Association.

Use sound judgement and common sense; if there is any doubt, **DO NOT POST IT.**

What is?

A ‘Chat Room’



4. Be Respectful

You are representing the Camogie Association, so it is important that your posts convey the same positive, volunteer led spirit that the Camogie Association instils in all of its communications. Be respectful of individuals' races, religions and cultures. How you conduct yourself online not only reflects on you – it reflects directly on the Association.

When disagreeing with the opinions of others online, keep it appropriate and polite. If you find yourself in a situation that might become antagonistic, do not get defensive or disengage from the conversation abruptly. It is also important not to respond in the heat of the moment, in a way you may regret later. Feel free to seek advice or disengage from the dialogue in a polite manner that reflects well on the Camogie Association.

5. Be Honest

Stick to an area of expertise and feel free to provide your unique perspective on non-confidential activities of the Camogie Association.

Keep in mind that you won't always know the answers. Don't be afraid to seek help and advice from others who may be better informed than you.

6. Use of Imagery

Internet postings should not include Camogie Association logos or trademarks without permission from the Camogie Association Communications & Marketing Director.

Please respect the brand, trademark and copyrighted information and imagery.

You may use photographs and videos already available on www.camogie.ie

Do not post pictures of other Camogie Association members without first seeking their permission. It is a matter of common courtesy to seek permission first.

7. Respect the Law

Internet postings must respect copyright, privacy, fair use, financial disclosure and other applicable laws.

Security is essential. When using social network sites and official Camogie Association websites you may wish to pass on interesting content or links. Be careful, and do not blindly repost something without checking the content. Remember that the Association is responsible for any content posted on our networks.

Avoid linking to outside websites unless you trust the source.

Before clicking on any unfamiliar links, pay attention to the security warnings that pop up on your computer. These protect you, the Camogie Association and our members from computer viruses.

When using Twitter, Facebook and social networking tools, follow their terms and conditions.

8. Don't Plagiarise

Give credit where credit is due. Do not violate the rights of others by claiming ownership of something that is not yours or by using someone else's content without their permission. Make sure that other people are credited for, and approve of, your use of their content. Do not use copyrights, trademarks, publicity rights, or other rights of others, without the necessary permission of the rights-holders.

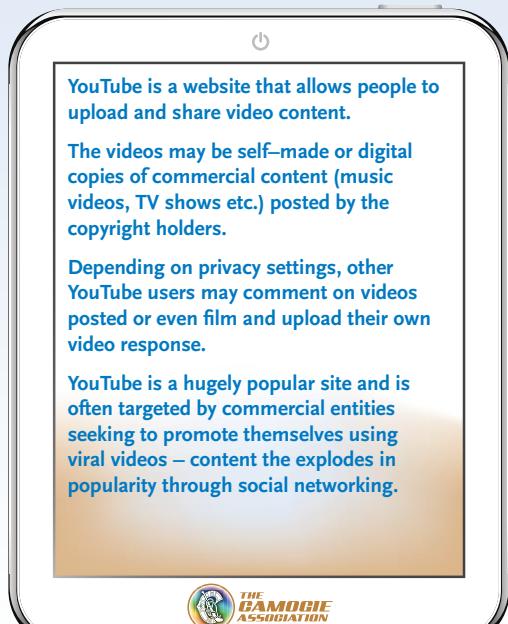
9. Dealing with major mistakes

Correct any mistake immediately and make it clear what you've done to fix it.

If it is a major mistake let your secretary or chairperson know immediately so appropriate action can be taken to minimise the impact.

The Camogie Association reserves the right to request that certain subjects are avoided, to withdraw certain posts and to remove inappropriate comments.

What is?



The Guidelines – when using social media personally

As a member, player or official of the Camogie Association, you are not always speaking for the Association when you're on social media. The Camogie Association respects your right to use these media platforms in a personal capacity, but would ask that you remember the implications of referring to the Camogie Association when you do.

As with the above: please ensure that you highlight that the views you express are your own and not the official views of the Camogie Association.

Recognise when the Camogie Association might be held responsible for your behaviour online, and follow these principles when you are using social media channels as a private individual.

1. Adhere to the Camogie Association's official rule guide

All Camogie Association members are subject to the Camogie Association's official rule guide and the Camogie Association Our Games Our Code Guide in addition to the Code of Behaviour for Officers, when online, even when they are not acting on behalf of the Camogie Association.

2. You are responsible for your actions

Please remember that your actions may have consequences for the Camogie Association. You have a responsibility when using social media platforms to not do anything online that might tarnish the Camogie Association's image and reputation.

3. Look out for compliments and criticisms

Even if you're not online as a spokesperson for the Camogie Association, if you spot positive or negative remarks about the Camogie Association that look important, forward them to your local PRO.

4. If you see negative posts about the Camogie Association

Or see non-members trying to spark a negative conversation, avoid the temptation to react, unless you are an official Camogie Association spokesperson. Again, forward the post to your local PRO, who is trained to address such comments.

5. Do not mix your official Camogie Association role, with your personal life online

Not everyone will be able to make the distinction between the two. While the Camogie Association respects freedom of speech, remember that all online users can see everything you post. Use your judgement and common sense.

6. Never disclose non-public information

Regarding the Camogie Association, including confidential information.

7. Remember that it may cause conflict

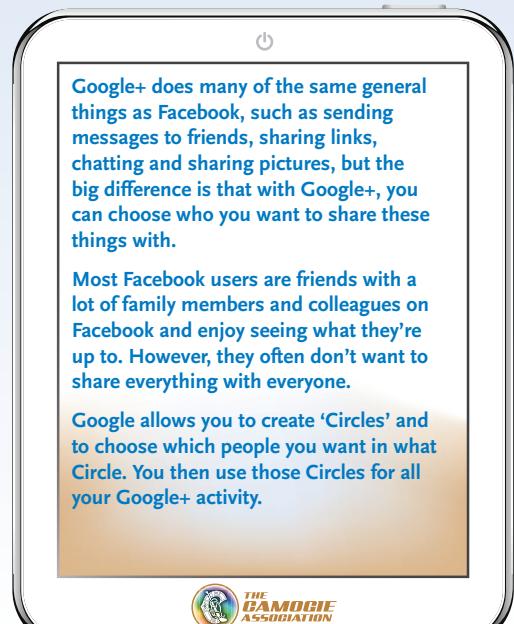
If you take a position online that is counter to the Camogie Association's interests, policies and regulations.



**THE
CAMOGIE
ASSOCIATION**
An Cumann Camógaiochta

What is?

Google+



Comments

Keeping it friendly

In order to keep forums on social media useful to audiences, we need rules of conduct. A clear policy statement on comments outlines what is acceptable and appropriate. The comments policy should be displayed on all official Camogie Association social media forums.

Here is our policy for you to post on your forum

Comments Policy:

This is an open forum. We encourage you to get involved. However, this is also a family-friendly forum, so we ask that you follow these guidelines. Posts and comments that breach these guidelines will be removed.

We do not allow comments or submissions that are violent, sexually explicit, obscene, racist, abusive, hateful, defamatory or libellous.

We do not allow comments that suggest or encourage illegal activity.

We do not allow solicitations, advertisements, promotion or endorsements of unapproved products or services.

You take part in this forum at your own risk, taking personal responsibility for your comments, username and any information you provide.

The appearance of external links does not constitute official endorsement by the Camogie Association.

For more information visit the official Camogie website, www.camogie.ie

Disclaimers

Protecting against Libel and Legal Liability

Where people leave comments on forums on official Camogie websites or social media channels, it is necessary to post a disclaimer. This is a precaution to protect the Camogie Association so that it is not legally liable for those comments:

Here is a good example of a disclaimer:

"The Camogie Association accepts no responsibility for the opinions expressed on this forum, which are those of the individuals expressing them, and do not necessarily, represent the views of the Camogie Association."

When you post on such forums, make it clear, that you are posting in a personal capacity, unless you are officially representing the Association in your post (in which case you should specify your role).

Protecting Minors online

Many social networking sites attract teenagers and younger children. The Camogie Association uses some of the social networking platforms.

Young people nowadays excel at technology, but this may not be the case with their social skills. Some may be at risk from online bullying, or from publishing personal information without considering the possible consequences.

When we operate on social media channels used by young people, including children, we must ensure that the site is suitable for a family audience. This includes content our users post on the site, and articles we post. If we link to outside sites, we must be sure those sites are also suitable for our audiences.

The Camogie Association take the welfare of minors extremely seriously. Further details of our policies in this area, can be found at www.camogie.ie/administration



What is?

flickr™



Moderation

Respecting each other online

While we encourage everyone to participate in our online forums and sites, the Camogie Association is not responsible for material that users post. We therefore ask users to respect the views of others when they post, even when they disagree with those views.

Self-generated content across our various social media platforms does not require moderation. **Designated Camogie Association spokespersons can post directly without the approval of the Association.**

With that comes responsibility. We expect our representatives to uphold certain standards to keep our sites safe for everyone. If someone posts libellous, defamatory, offensive or violent content, we will take action to remove that post.

We will not remove valid criticism of the Camogie Association. If someone has something to say about us but does it in a civil manner, and in the context of an online conversation, we will facilitate such opinion.

What is Moderation?

When someone posts a comment on a social media channel or website forum, the site administrator, can 'moderate' that comment. In other words, they review the content and can approve it or not, before or after it is published. Different moderators operate different policies, but all are responsible for the material that appears on their sites. In addition to comments, this can also apply to video, audio and other content a user posts on a site.

Facebook setting

Facebook and Twitter do not allow pre-moderation so unsuitable comments should be deleted after they have been posted. These sites allow you to block users who persistently break the rules of the site. However, here are some precautionary measures and settings that can be used.

Tabs & Settings

A newly set-up Facebook page has a Wall and Info tab, plus additional tabs in a drop-down menu. The Wall tab is the most powerful tool on Facebook. The Info tab lets you share key information about your Page, such as your purpose. Control your Page from the 'edit page' button, under your profile, and apply your desired settings. For example:

- Expand comments on stories (Recommend: off)
- Default view: Posts by page only
- Landing tab: 'Info' tab
- Users can write or post content on Wall (Recommend: off)
- Users can add photographs: (Recommend: off)
- Users can add video: (Recommend: off)

Designated Landing Page

Facebook allows you to dictate where your visitors land when they visit your page. You can choose to have them land on a bespoke page which includes specific calls to action, leading to off-site destinations (such as camogie.ie promotions).

Disable Auto-Expand Comments

On your wall settings you can set comments to be folded by default, which adds a layer above the immediate view of comments. This provides cover for inappropriate comments. Unfortunately, it can also deter users from commenting, which impairs the natural ability of Facebook to facilitate conversation.

Age Restriction

Facebook holds data on all users including their age, so you can designate the minimum age of users allowed to comment or post on your Wall. This adds a layer of protection for minors.

Move Communication to Private Channel

Social media are public by nature, so there is always the chance that users will post negative opinions and comments. When dealing with sensitive issues, be proactive. It may be appropriate to offer private communications channels to people who comment, like an email address or a direct phone line, through which issues can be sorted.

Watch out for Brand Imposters

Brand imposters create unofficial pages that appear official. These pages may damage the image of the Camogie Association. If you see one of these pages, report it directly to Facebook for removal, and also inform your local PRO. Removing a Facebook page may take some time.

What is? An 'App'



'App' is an abbreviation of 'application'.
An app typically refers to software used on a smartphone or mobile device such as the Android, iPhone, Blackberry or iPad, as in 'mobile app' or 'iPhone app'.
But the phrase 'web app' or 'online app' is also used to mean software that you access and use while online, via a browser, instead of software residing on your computer.

Apps on mobile devices can range from information (weather forecasts, navigation, etc.) to entertainment. There are apps for pretty much anything you can think of.

Best Practice

How best to implement social media for the Camogie Association

What we say and how we say it

Just as we take time and care in crafting other Camogie guidelines, we should remember that our social media presence is part of our public personality.

Content is king

On official Camogie Association social media channels and websites we should provide interesting and relevant content for our audiences, whether it is news, videos, pictures, information about the Camogie Association or other content. Think about what kind of content will be useful to our visitors and what information will be of interest to them.

Tone is essential

When we create content for our users, we set the tone. This gives us a head start in any conversation. Therefore it is important to set a positive constructive tone that will reflect well on the Camogie Association. Part of setting a positive tone is how we respond to feedback. Consider what people post and respond calmly and constructively.

Be open and honest

We are a national Association backboned by volunteers, which is to be celebrated. In our dealings with others on social media platforms, it is good for us to be spontaneous, open and engaging; and it's essential to be honest, respectful and transparent.

Listen to your audience

Social media forums offer the Camogie Association a great way to find out what our audience really thinks of our Association. These forums also offer local clubs the opportunity to ask questions directly of its members. This enables conversations that might not otherwise happen, and it brings us closer to the Camogie Association and fans all around the world. We can all share in dialogue that will benefit both our members and the Association.

Instant communication

Social media platforms are wonderful in that they offer people a way to communicate instantly with each other. This allows visitors to tell us what they think and to ask us questions. It also lets us respond instantly. However, it is often better to take a moment to think about a response before posting it. In that way you can give it full consideration. Once you have posted a response it is too late to change your mind.

The internet is forever

What goes on the net stays on the net. If you post something on behalf of the Camogie Association, you can't take it back. So only post material that upholds the Association's reputation.

Be there

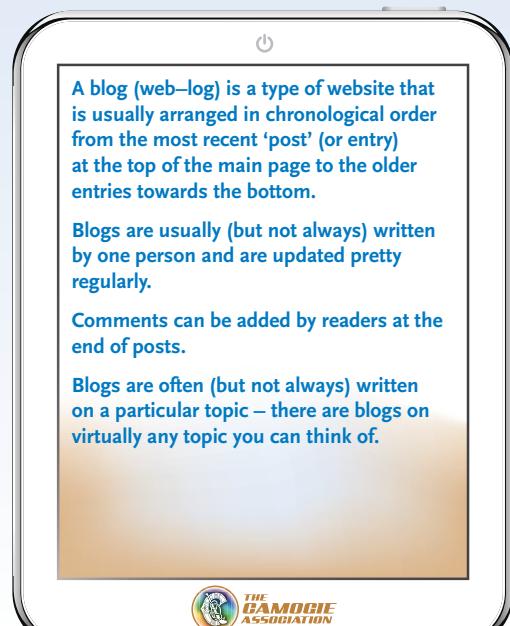
To set up an official Camogie Association social media forum and then forget about it is like starting a conversation and wandering off while the other person is answering. Be there to respond to your visitors, and be available to the public.



**THE
CAMOGIE
ASSOCIATION**
An Cumann Camógaiochta

What is?

A ‘Blog’



A blog (web-log) is a type of website that is usually arranged in chronological order from the most recent 'post' (or entry) at the top of the main page to the older entries towards the bottom.

Blogs are usually (but not always) written by one person and are updated pretty regularly.

Comments can be added by readers at the end of posts.

Blogs are often (but not always) written on a particular topic – there are blogs on virtually any topic you can think of.



How to use your time online

Our users can be online any time of the day, so it is a good idea for your club or unit to assign an individual to take care of its online life and become your authorised spokesperson.

He or she can decide:

- How long to dedicate daily to online activities
- How much time to spend on each social media channel including Twitter and Facebook
- Whether to use social media management tools

Best Practice

In this way, your spokesperson can allocate sufficient time to each channel, as well as manage your main website, find and create interesting content, and respond to users where appropriate.

Dealing with feedback

When we use social media platforms, we open the conversation to anyone, so we can potentially invite negative feedback. We should be prepared to respond appropriately, quickly and effectively. Here are some ways to do this.

Straight problems

If someone on a forum has a legitimate issue and has expressed it clearly, you should respond, taking steps to fix the problem. Whether you respond privately to the poster, or in a message viewable by the public, depends on the nature of the problem. If you respond privately, it is good to also leave a message on the forum, saying that the problem is being dealt with and by whom.

Constructive criticism

This also requires a response. If someone makes a suggestion, you can acknowledge the suggestion with a positive message, even if it is not appropriate to act on it. This builds trust with the audience.

Negative criticism

If someone has a real issue and is annoyed or angry, do not dismiss it out of hand because of the tone. Firstly, check whether there is a genuine problem; thank the person for bringing it to your attention, and take steps to address it. Reassure the person that their issue is now being resolved.

Trolling and spam

A ‘troll’ is someone who, without a valid reason, adds disruptive or offensive posts or content to a forum. ‘Spammers’ are people who illegally post commercial or inappropriate content. Watch out for these and delete their posts.



Privacy Policy

Protecting our users

The Camogie Association is committed to protecting our online visitors' privacy and security

When a user registers with one of our websites, we may use their information in the following ways:

- To monitor traffic and site usage so we can develop the site to serve our visitors
- To notify our users of news, events, fixtures, ticket information and merchandising offers

We employ certain individuals and companies to work on our behalf. They have access to personal information only for the purpose of carrying out this work, which includes delivering packages, analysing data, helping us with marketing, and designing our website.

We will not disclose or sell our visitors' personal information outside the Camogie Association or to those companies and individuals associated with us.

Our Privacy Policy

Anyone who runs an official Camogie Association website should display our privacy policy on their site. It covers what user information we collect and how we may use it. You can see the policy in full at www.camogie.ie/privacy

Framework Glossary

Social Media

Social Media is content created and shared by individuals on the web using freely available websites to allow users to create and post their own images, video and text information and then share that with either the entire internet or just a select group of friends.

Social Networking

The grouping of individuals into specific groups, like small rural communities or a Camogie Club. It is most popular online as some form of website where individuals are connected by one or more specific types of interdependency, such as friendship, common interest, dislikes or relationships. Examples of social networks include Facebook, Twitter and LinkedIn.

Digital Media

Online and electronic communication channels beyond social media including e-zines/online newsletters, banner advertising, search engines, online directories and mobile communications.

Moderation

The art of reviewing, approving and editing online content to ensure it conforms to guideline standards.

Facebook

A social utility/website that connects people with friends and others who work, study and live around them.

Twitter

A social networking and micro blogging service that allows you to send short text messages, 140 characters in length, called "tweets" to your friends, or "followers".

Google Plus

Google+ does many of the same general things as Facebook but the big difference is that with Google+ you can choose who you want to share these things with. Often you don't want to share everything with everyone. Google+ allows you to choose which people you want in what Circle. You then use those Circles for all of your Google+ activity.

LinkedIn

A professional network connecting users to their contacts. It helps to exchange knowledge, ideas, and opportunities with a broader network of professionals.

Spammer

People who illegally post commercial or inappropriate content.

Troll

Someone who, without valid reason, adds disruptive or offensive posts or content to a forum.

Appendix

Example of Privacy Statement as taken from Camogie.ie

The Camogie Association is committed to protecting your privacy and developing technology that gives you the most powerful and safe online experience. This Statement of Privacy applies to the Camogie Association website and governs data collection and usage. By using the Camogie Association website, you consent to the data practices described in this statement.

Collection of your Personal Information

The Camogie Association collects personally identifiable information, such as your e-mail address, name, home or work address or telephone number. The Camogie Association also collects anonymous demographic information, which is not unique to you, such as your ZIP code, age, gender, preferences, interests and favorites.

There is also information about your computer hardware and software that is automatically collected by the Camogie Association. This information can include: your IP address, browser type, domain names, access times and referring web site addresses. This information is used by the Camogie Association for the operation of the service, to maintain quality of the service, and to provide general statistics regarding use of the Camogie Association website.

Please keep in mind that if you directly disclose personally identifiable information or personally sensitive data through the Camogie Association public message boards, this information may be collected and used by others. Note: The Camogie Association does not read any of your private online communications.

The Camogie Association encourages you to review the privacy statements of websites you choose to link to from the Camogie Association so that you can understand how those web sites collect, use and share your information. The Camogie Association is not responsible for the privacy statements or other content on websites outside of the Camogie Association and the Camogie Association family of web sites.

Use of your Personal Information

The Camogie Association collects and uses your personal information to operate the Camogie Association website and deliver the services you have requested. The Camogie Association also uses your personally identifiable information to inform you of other products or services available from the

Camogie Association and its affiliates. The Camogie Association may also contact you via surveys to conduct research about your opinion of current services or of potential new services that may be offered.

The Camogie Association does not sell, rent or lease its customer lists to third parties. The Camogie Association may, from time to time, contact you on behalf of external business partners about a particular offering that may be of interest to you. In those cases, your unique personally identifiable information (e-mail, name, address, telephone number) is not transferred to the third party. In addition, the Camogie Association may share data with trusted partners to help us perform statistical analysis, send you email or postal mail, provide customer support, or arrange for deliveries. All such third parties are prohibited from using your personal information except to provide these services to the Camogie Association, and they are required to maintain the confidentiality of your information.

The Camogie Association does not use or disclose sensitive personal information, such as race, religion, or political affiliations, without your explicit consent.

The Camogie Association keeps track of the websites and pages our customers visit within the Camogie Association, in order to determine which services of the Camogie Association are the most popular. This data is used to deliver customised content and advertising within the Camogie Association to customers whose behaviour indicates that they are interested in a particular subject area.

The Camogie Association websites will disclose your personal information, without notice, only if required to do so by law or in the good faith belief that such action is necessary to: (a) conform to the edicts of the law or comply with legal process served on the Camogie Association or the site; (b) protect and defend the rights or property of the Camogie Association; and, (c) act under exigent circumstances to protect the personal safety of users of the Camogie Association, or the public.

Use of Cookies

The Camogie Association website uses "cookies" to help you personalise your online experience. A cookie is a text file that is placed on your hard disk by a web page server. Cookies cannot be used to run programs or deliver viruses to your computer.

Cookies are uniquely assigned to you, and can only be read by a web server in the domain that issued the cookie to you.

One of the primary purposes of cookies is to provide a convenience feature to save you time. The purpose of a cookie is to tell the web server that you have returned to a specific page. For example, if you personalised the Camogie Association pages, or register with the Camogie Association site or services, a cookie helps the Camogie Association to recall your specific information on subsequent visits. This simplifies the process of recording your personal information, such as billing addresses, shipping addresses, and so on. When you return to the same Camogie Association website, the information you previously provided can be retrieved, so you can easily use the Camogie Association features that you customized.

You have the ability to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. If you choose to decline cookies, you may not be able to fully experience the interactive features of the Camogie Association services or websites you visit.

Security of your Personal Information

The Camogie Association secures your personal information from unauthorised access, use or disclosure. The Camogie Association secures the personally identifiable information you provide on computer servers in a controlled, secure environment, protected from unauthorised access, use or disclosure. When personal information (such as a credit card number) is transmitted to other websites, it is protected through the use of encryption, such as the Secure Socket Layer (SSL) protocol.

Changes to this Statement

The Camogie Association will occasionally update this Statement of Privacy to reflect company and customer feedback. The Camogie Association encourages you to periodically review this statement to be informed of how the Camogie Association is protecting your information.

Terms of Use

Welcome to the (insert name of unit and url) website. Your access to and use of (insert name of unit and url) is subject to these terms and conditions, the (insert name of unit and url) Privacy Statement, the (insert website url) Copyright and other terms contained on this website (Terms of Use), whether or not you become a member of (insert website url).

1. What you must do

- 1.1 You must use (insert website URL) in a responsible manner.
- 1.2. If you are under 18 years of age, you must obtain a parent/guardian's consent prior to using (insert website URL).

2. What you must not do

- 2.1 You must not:
 - a) Use (insert website URL) for any activities or post or transmit via (insert website URL) any information or materials which may breach any laws or regulations, infringe a third party's rights, or are contrary to any relevant standard or codes.
 - b) Use (insert website URL) in a way or post to or transmit via (insert website URL) any material which interferes with other users or defames, harasses, threatens, menaces, offends or restricts any person or which inhibits any other user from using or enjoying (insert website URL).
 - c) Make any fraudulent or speculative enquiries, bookings, reservations or requesting using (insert website URL).
 - d) Use another's name, username or password without permission.
 - e) Post or transmit via (insert website URL) any obscene, indecent, inflammatory or pornographic material or material that could give rise to civil or criminal proceedings.

- f) Tamper with, hinder the operation of or make unauthorised modifications to (insert website URL).
- g) Knowingly transmit any virus or other disabling feature to (insert website URL).
- h) Attempt any of the above acts or permit another person to do any of the above acts.

3. Third party consent

- 3.1 Much of the information or advertising related to products, services provided on (insert website URL) are the products or services and information of parties other than (insert website URL) ("third parties").
- 3.2 The third party products, services and information are not provided or endorsed by us and your legal relationship is with the third party supplier.
- 3.3 We have not checked the accuracy or completeness of the information or the suitability or quality of the information, products and services of the third parties. You must make your own enquiries with the relevant third party supplier directly before relying on the third party information or entering into a transaction in relation to the third party products and services supplied via (insert website URL). You should check with the third party supplier whether there are additional charges and terms which may apply.
- 3.4 We may receive fees and/or commissions from third parties for goods and services of such third parties displayed or made available on (insert website URL) or accessible through hyperlink on (insert website URL). You acknowledge and consent to us receiving the fees.

4. Prices and products and services are subject to change

- 4.1 All prices displayed and products and services offered to be supplied on (insert website URL) are subject to change without notice.

5. Security

- 5.1 For security reasons we may require you to re-authenticate yourself from time to time, for example after a period of inactivity on the connection between your browser and the (insert website URL) servers. We are not responsible for any information you may lose if the (insert website URL) servers terminate your browser sessions due to prolonged periods of inactivity between your browser and the (insert website URL) servers.

6. Indemnity

- 6.1 You indemnify us and our officers, members, agents and related bodies corporate from and against all actions, claims, suits, demands, damages, liabilities, costs or expenses arising out of or in any way connected to the use of (insert website URL) by you or someone using your name and password.

7. Use of your information and material

- 7.1 When you send us any feedback, suggestions, ideas or other materials in relation to or via (insert website URL), you agree that (insert website URL) can use, reproduce, publish, modify, adapt and transmit them to others free of charge and without restriction, subject to our obligations in our Privacy Statement.

Application Form

**to establish an official Camogie social media account
(sample of Club officer to County Board official)**

To: County Board PRO / Secretary

From: Club PRO / Secretary

Name of site

e.g. Official (insert name of club) Camogie Facebook account or Official (insert name of club) Twitter account or (insert url of) website

Date of establishment

CLUB PRO

Current Club PRO

Phone

Email

Postal address.....

MODERATOR

Moderator of the site.....

Phone

Email

Postal address

This form is jointly sent by the club PRO/Secretary to the County PRO and Secretary
to register their official social media platform.



Camogie Association Social Media Policy and Guidelines

As adopted and modified from the
GAA Social Media Policy and Guidelines document

The Camogie Association would like to thank
GAA Director of Communications, Lisa Clancy
and the Camogie Association Communications and Website Committee

-  [Facebook.com/officialcamogieassociation](https://www.facebook.com/officialcamogieassociation)
-  [Twitter.com/officialcamogie](https://twitter.com/officialcamogie)
-  www.camogie.ie