

## HBTSR Policy- Use of Online and Social Media

Version 3.0 16 August 2017

We ask all HBTSR members and supporters to abide by the following principles, please.

Those of us who have 'administrator' rights on HBTSR's website, Facebook and Twitter/X accounts, will also keep these in mind.

We also ask everyone to be mindful of the same principles when using their own personal social media, especially if they are describing HBTSR activities, or specifically identify HBTSR.

This policy applies to HBTSR website, e-mail, Facebook and Twitter/X accounts and to the use of any other social media (e.g. Instagram, Snapchat, etc.).

1. As part of our child protection policy:

**Do not distribute or publish any photograph or image which shows children's faces and do not identify individual children in any other way. ANY exception must be agreed by HBTSR Secretary or Chair.**

2. We do not usually know the specific details of those seeking asylum. To avoid compromising them in any way:

**Use Initials only, not names, and/or country of origin for all those who are seeking refuge, (e.g. 'SB scored the first goal' or 'SB, from Eritrea, scored the first goal') -unless the person has specifically agreed their name may appear. Never give anyone's address or details that might identify where they live.**

3. We do not want to cause any ill feeling between individuals or groups of the people we are assisting, so we need to avoid anything which could be seen as giving preferential treatment to anyone. We should also be mindful that these may be proud people who are currently living in difficult circumstances. We need to respect that, so:

**Do not publish details of gifts or grants in cash or kind, except to show that they have been of benefit and reached their intended destination. Do not identify the persons who received them.**

4. HBSTR is a charity and is inspired by humanitarian principles:

**Avoid using any bad language, hurtful criticism or personal diatribes against any individual. Express any disagreements in a reasoned and courteous fashion.**

5. Our status as a registered charity permits us to criticise the policies and practice of national and local government and political parties. But we are not allowed to urge people to vote in a particular way, so:

**Avoid advocating on behalf or against voting for or supporting any particular political party, elected official or candidate**

*6. Of course, it may sometimes be difficult to decide whether to write or post something. Or, you may wish to make a case for waiving one of the above principles on a particular occasion. So:*

**If in any doubt, consult HBTSR's Secretary or Chair before publishing.**

**Reviewed December 2023 AD**