

Whatsapp Communities Social media Principles and etiquette.

The publicity manager is the “owner” of Halifax Thespians Whatsapp community.

Publicity@halifaxplayhouse.org.uk

The social media manager is responsible for set up and general administration, general queries and promotion within the community group.

Socialmedia@halifaxplayhouse.org.uk

General Principles:

- Be Kind and Inclusive: Treat everyone with respect and avoid language that could be offensive or discriminatory.
- No Hate Speech or Bullying: Refrain from using language that promotes hatred, discrimination, or harassment of any kind.
- No Promotions or Spam: Avoid sending irrelevant messages or advertisements that are not related to Halifax Thespians or their activity
- Respect Everyone's Privacy: Be mindful of sharing personal information and ensure consent before sharing photos or videos of others.
- Don't Share Illegal Content: Avoid sharing or engaging in any activity that is illegal, including content that exploits or endangers children, or supports violent extremist or criminal organizations.
- Don't Share Intellectual Property you do not have a right to use
- Don't Share Content that could cause serious harm to people
- Keep content age-appropriate especially if there are minors in your cast group

Etiquette:

- Use the main group chat for discussions: Utilize the main group chat for general discussions and announcements, not work specific groups. Keep communications appropriate to the group you are in.
- Refrain from using abusive language or sharing graphic content.
- Avoid sending repeated messages or irrelevant content to multiple people or groups. Do not send spam
- Ensure everyone in a picture has consented to being shared and avoid accidentally showing sensitive information
- Avoid sharing sensitive information like email or physical personal addresses
- If you see content or behavior that concerns you, report it to the group moderator
- If a community becomes too noisy, members can mute group notifications
- Members can leave a community they no longer want to be a part of
- Don't use a group to berate someone else or air grievances
- Don't ask for or share sensitive or personal information
- Only send personal messages to members you know, those who've contacted you first or asked you to contact them

- Respect the confidentiality of anything posted on each group
- Don't put up with any backlash
- You can block a member who contacts you after being removed or who tries to stop you removing them from a Group or community

Group moderators reserve the right to temporarily remove anyone deemed to be posting inappropriate content. This will be raised at management level and further to the board if required, before reinstating access is considered.

Gross misconduct will cause an immediate ban from the community, to be investigated at board level.