



## **MMYFC WhatsApp groups policy**

WhatsApp groups are set up by parents, coaches, and managers to help communicate **relevant** notices concerning matters relating to MMYFC.

Examples of this are team events (e.g. Matches/training). They are also used to share club information such as newsletters, camps, MWC and other MMYFC events.

Under no circumstances are they to be used promote third party commercial events.

Under no circumstances are they to be used for any other purpose other than what they were set up to do.

### **Some points to help:**

- Always keep to the purpose of the group, don't share irrelevant messages about other topics.
- Don't be offended if others leave.
- Do politely excuse yourself before you leave a group.
- Always keep to the purpose of the group, don't share irrelevant messages about other topics.
- Don't create huge groups.
- Minors are not to be added to any WhatsApp groups.
- Try not to have long one-on-one conversations in the group. Switch to private messages.
- Do not post in any group between 21:00 and 09:00 unless absolutely necessary.
- If a message asks for a positive response like an RSVP, don't reply in the negative. Only say if you are able to attend. Don't double RSVP if a second call to action is sent out for the same event.
- If someone asks a question and you don't know the answer don't respond with "I don't know". Just wait for someone who knows the answer to reply.
- Please don't send in a hundred "thank you" messages. If you feel gratitude towards someone – tell them in a private message.
- If someone asks a question of a personal nature (like asking for advice) don't respond if someone else has already answered, or else respond to the person directly in a private message.
- Never EVER use a group to berate someone else or air grievances. If you have an issue address it one on one with the relevant person.
- Don't add random people to a close-knit group.
- Always ask someone if you may add them before you add them.
- When the group has served its purpose delete it.

### **If you are not sure, ask yourself these three questions before you post:**

Is this relevant?

Is this necessary?

Is this a good time to post?

Please add the MMYFC club phone (085 8535832) to your WhatsApp group so the club can send relevant notices to parents.