

Staff Schema

Last Updated Friday, 13 February 2009

This schema sets out the way staff, moderators, authors, editors, administrators and owners will and should act around the website.

The web site is a relaxed environment. We (shall mean all those users who contribute to the success of The GYC) should not refrain from expressing our personal opinions, or criticisms toward the web site for which we (as individuals) work on. We reserve the right to remain impartial in what we say, however we understand the owners may remove (not modify) potentially damaging content in extreme cases.

We will respect the content contributed, copyrights, opinions and beliefs of all users of the web site including fellow staff members. Therefore we will only moderate and modify content where it is strictly offensive, extreme or overtly profane.

We can be relaxed in our use of the English language, in terms of use of profanity; however we must and will moderate our own language in a way we and users deem appropriate. We may be required to moderate users content to prevent harassment, illegal activity and offence being made in an effort to protect our users.

We understand the focus of the web site to be the 'customer's/user's' experience. All comments about the web site should be taken into consideration where the web sites structure is updated each month. We should provide support on demand by ticketing.

Users and staff members should be made aware where…

- They have contributed to the success of the web site
- They have caused offence or broken the rules of the web site
- They have been punished (i.e. banned) due to their actions with legitimate reasons explaining why
- Their input and use of the website has been beneficial to others, or degenerative to the cause

- They would be good as staff members, or ideal for 'promotion';
- We recognise and are aware that they are potentially breaking the UK law, or those of the web server they are using
- Their information is being processed, moved or changed
- Information about their actions has been logged

In serious (i.e. disciplinary, legal, business or rule related) issues, we will always communicate in clear and correct English without profanity

We will try and make the content we publish (i.e. articles) as interesting, informative and relevant as possible and produce textual information in plain English. Images will be to the average users tastes, not disrespectful.

We may publish images that are of a more mature nature. We promise that the images we upload (excludes regular users) will not be of an adult or pornographic nature. We will moderate them to ensure this where the technology enables us to be able to

We will respect the captured data / users personal information and only use it to complete our tasks on the website as requested by the site manager.