



# PROGRAMMING POLICY

Community Radio Broadcasting

Codes of Practice:

Code 2: Principles of Diversity and Independence

Code 3: General Programming

Code 5: Australian Music

Reviewed and Ratified: 22 August 2019

Review: August 2020

# WYNFM Programming Policy

- 1 Our community radio station will not broadcast material that may:
  - incite, encourage, or present for its own sake violence or brutality,
  - mislead or alarm listeners by simulating news or events,
  - present as desirable the use of illegal drugs, the misuse of tobacco or alcohol as well as other harmful substances, and
  - glamorise, sensationalise, or present suicide as a solution to life problems. In particular, broadcast material should not provide explicit details about the method and/or location of a suicide attempt or death.
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- 2 We will attempt to avoid censorship where possible. However, in our programming decisions we will consider our community interest, context, degree of explicitness, the possibility of alarming the listener, the potential for distress or shock, prevailing Indigenous laws or community standards and the social importance of the broadcast.
- 3 We will not broadcast material that is likely to stereotype, incite, vilify, or perpetuate hatred against, or attempt to demean any person or group, on the basis of ethnicity, nationality, race, language, gender, sexuality, religion, age, physical or mental ability, occupation, cultural belief or political affiliation. The requirement is not intended to prevent the broadcast of material which is factual, or the expression of genuinely held opinion in a news or current affairs program or in the legitimate context of a humorous, satirical or dramatic work.
- 4 We will have programming practices that protect children from harmful material but will avoid concealing the real world from them.
- 5 We will follow applicable privacy laws by:
  - respecting people's legitimate right to protection from unjustified use of material which is obtained without consent or through an invasion of privacy,
  - only broadcasting the words of an identifiable person where:
    - 5..1 that person has been told in advance that the words may be broadcast, or
    - 5..2 it was clearly indicated at the time the recording was made that the material would be broadcast, or
    - 5..3 in the case of words that have been recorded without the knowledge of a person, that person has indicated his/her agreement prior to broadcast.

- 6 News, current affairs (including news updates and promotions), documentaries, feature programs and interviews shall:
  - provide access to views not adequately represented by other broadcasting sectors,
  - present factual material accurately and ensure that reasonable efforts are made to correct substantial errors of fact as quickly as possible,
  - clearly distinguish factual material from commentary and analysis,
  - present news in such a way that it does not create public panic or unnecessary distress to listeners, and
  - represent viewpoints fairly without having a misleading emphasis, editing out of context or withholding relevant and available material.
7. Presenters must not breach copyright when obtaining music or interviews for broadcasting. Music must be legally sourced from an authorised source for public broadcasting. YouTube.com, vimeo.com, spotify and other such streaming sites, are for personal use only and unless the presenter has written permission from the artist are not for public broadcast.
8. Presenters will not place any music broadcast on WYN FM on any internet site where downloading is possible.
9. Announcer's cannot present a program, or fill-in for another announcer's program, without the prior **approval of the WYN FM** Programming Co-ordinator.
10. A Program Proposal form must be completed before there are any changes to program style, content, personnel or time slot. The Program Proposal must be submitted to the Program Co-Ordinator and the change/s must be tabled at the next Committee Meeting.
11. For the purposes of a program, a guest is someone who appears on a program for a segment and plays no part in the format of the show or its content. A segment can be a one off segment or a monthly segment. If a person does more than this they become a co-host and require the necessary training and information required to be an on air announcer. This includes being a member of WYNFM.
12. Any presenter found guilty of willfully damaging property belonging to WYN FM, will be held responsible for its repair or replacement and are liable to be suspended. Accidents or equipment failures are to be reported immediately in the fault book.
13. Presenters are required to adhere strictly to the scheduled program's start and finish times. Where studios are shared, guests must leave the studio 10 minutes before the end of the show to ensure a smooth changeover. Presenters do not need to enter the shared studio until 5 minutes before their starting time.

14. All aspects of WYN FM's programming will be reviewed annually to ensure it meets the needs of the station. This may result in changes to programming, additional training and/or mentoring to occur.

During these reviews, it will be ascertained whether programs:

- Provide content outlined in their initial program proposal.
- Provide relevant content to the listening community
- Meet membership and training expectations outlined by the committee of management.
- Meet presenter obligations outlined in the Presenters Agreement.

If remedial action is required, the Program Coordinator will initiate contact with presenters and support them through a process to rectify any concerns.

Should an applicant or existing presenter disagree with programming decisions, they are entitled to initiate the grievance process outlined in the WYN FM constitution and grievance policies.

### **Documents related to this Policy**

Community Broadcasting Codes of Practice: Code 3 General Programming  
Code 5 Australian Music

WynFM Community Radio Inc Constitution

WynFM Policies

- Volunteer Policy
- Music Policy
- Privacy Policy [not yet ratified]
- Diversity Policy [not yet ratified]
- Training Policy [not yet ratified]
- Complaint Policy
- Internal Conflict resolution Policy
- Social Media Policy
- Computer and Internet Policy