

WORONI

Australian National University Student Media

AMENDMENTS, CORRECTIONS AND RETRACTIONS POLICY

I. Use of Policy

This policy will be utilised when;

- a. an email is sent to contact@woroni.com.au with a request for a correction to be made; and
- b. when an ANUSM editor requests for a correction to be investigated.

This policy will not be utilised when allegations regarding the need for a correction are made in person or on social media. If such allegations are made, however, it is the responsibility of the Woroni editors to inform the person of this policy.

II. Amendments

If an editor is made aware of a minor error in ANUSM print, radio and television content, they can issue an amendment. To make an amendment, editors must send an email outlining and justifying the amendment to all the other members of the Board. They are then able to make the outlined amendment. The other editors of the Board can either allow the amendment or object to it – allowing the amendment should take the form of not replying to the email, while an objection should take the form of a reply to the email and a call for a vote.

Some examples of minor errors that will likely qualify for an amendment are: a name change, a date change, the addition of a content warning and the addition of a disclaimer.

III. Corrections and Retractions

1. The Board of editors are informed that correction has been requested.
2. The editor-in-chief informs the requester that the correction is being considered, and that they will be informed once a decision has been reached.
3. The editor-in-chief selects a 'correction investigator' (CI) to lead the corrections process. The selected CI should;
 - a. have no conflicts of interest; and
 - b. be the editor most equipped to investigate the request.

The editor-in-chief can appoint themselves provided they meet criteria a. and b. above.

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4. The CI then investigates the request. This includes ascertaining the following:
 - a. Has inaccurate or misleading material been published?
 - b. Should the content be retracted?
 - c. Should a correction be made?
 - d. What should the correction state?
 - e. What form should the correction take? Will it be in print, online, radio or television, or a combination of these?
5. The CI advises the Board of their assessment as to if a correction or retraction should be made.
6. The Board vote on whether a correction or retraction should be made.
7. If the Board votes in favour of a correction or retraction then the editor-in-chief ensures this is done. The editor-in-chief is also responsible for immediately informing the requester that a decision has been reached.

IV. Corrections and Retraction Guidelines

1. Online

a. Correction:

A correction that is made online should be marked with an asterisk immediately following the sentence that has been corrected. At the bottom of the article the following template must be used:

*Editor's note (DATE): An earlier version of this article [OUTLINE INACCURACY OR MISLEADING STATEMENT]. This article has since been amended to correct this. We apologise for this error.

b. Retraction:

When a retraction is made online all the text should be deleted and the following template must be used:

*Editor's note (DATE): An earlier version of this article [OUTLINE INACCURACY OR MISLEADING STATEMENT]. In light of that, this article has been retracted. We apologise for this error.

2. Print

a. Correction:

A correction made in print should be listed on the contents page of the following printed edition of the newspaper. It should read as follows:

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“Correction: It has come to the attention of Woroni that in the article titled ‘[ARTICLE TITLE]’ published on [DATE OF PUBLICATION] that [OUTLINE INACCURACY OR MISLEADING STATEMENT]. [OUTLINE CORRECTION]. We apologise for this error.”

b. Retraction:

The retraction of a print article should be listed on the contents page of the following printed edition of the newspaper. It should read as follows:

“Retraction: It has come to the attention of Woroni that in the article titled ‘[ARTICLE TITLE]’ published on [DATE OF PUBLICATION] that [OUTLINE INACCURACY OR MISLEADING STATEMENT]. In light of this, Woroni has decided to retract this article. We apologise for this error.

If an article is retracted, the online archived versions of that edition of the newspaper should be deleted and replaced with a version without the retracted article.

3. Radio

a. Correction:

A correction on radio should be made at the start of the radio show or broadcast that made the inaccurate or misleading statement. The correction should take the following form:

“Woroni Radio would like to issue the following correction. On [DATE OF BROADCAST], [PERSON/POSITION WHO MADE INACCURATE/MISLEADING STATEMENT] said [OUTLINE INACCURACY OR MISLEADING STATEMENT]. [OUTLINE CORRECTION]. We apologise for this error.”

b. Retraction:

A retraction on radio should be recorded and uploaded to the ANUSM website in the place of the episode recording in which the inaccurate or misleading statement was made. The retraction should take the following form:

“Woroni Radio would like to issue the following retraction. On [DATE OF BROADCAST], [PERSON/POSITION WHO MADE INACCURATE/MISLEADING STATEMENT] said [OUTLINE INACCURACY OR MISLEADING STATEMENT]. In light of this, Woroni Radio would like to retract that statement. We apologise for this error.”

4. Television

a. Correction:

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A correction for television should be listed in the description of the video in question. The editors should take care to ensure that the video descriptions on YouTube, the ANUSM website and social media are all updated.

The correction should read as follows:

“Correction: It has come to the attention of Woroni TV that in the video titled ‘[VIDEO TITLE]’ published on [DATE OF PUBLICATION] that [OUTLINE INACCURACY OR MISLEADING STATEMENT]. [OUTLINE CORRECTION]. We apologise for this error.”

b. Retraction:

When a retraction is made for television the video should be taken down and either:

- a. edited to amend the inaccurate or misleading information and then uploaded again; or
- b. replaced by text using the following template:

“Retraction: It has come to the attention of Woroni TV that in the video titled ‘[VIDEO TITLE]’ published on [DATE OF PUBLICATION] that [OUTLINE INACCURACY OR MISLEADING STATEMENT]. In light of this, Woroni TV has decided to retract this video. Woroni apologises for this error.

V. Policy details

This policy was adopted by ANU Student Media on 23/01/2017.

This policy was last updated on 19/05/2017.