

LETTER TO PARENTS

Dear Parent/Guardian,

As you know, we are currently unable to physically meet at this time. However as a church we want to continue our contact with young people in order to support them, care for them, disciple them and connect with them. We feel it is important to try and alleviate an element of social isolation by facilitating digital meet ups and to continue on the journey that we are all on. It may be that this landscape is a helpful time of learning for our young people and we don't want to miss this opportunity to continue to build community. Therefore, we are looking to meet digitally on a regular basis. We intend on using the Zoom platform to do this.

Naturally, meeting in this way presents different challenges as well as opportunities. As always, the safety of our group is paramount and so our Zoom meetings have been set up in such a way that ensures safety for all.

Please note the following:

- The host/I will have full access to mute all participants video or audio
- The host/I will be able to admit/remove students from the group
- The group will only function when I start the meeting and end when I exit the meeting
- All of the usual safeguarding principals and practices will be observed (for example, ratio of adults to young people, maintaining appropriate communication with students, appropriate paperwork completed etc.)
- All downloads are free, and you do not need to make an account.
- Please make sure you are able to use the audio on your device.
- You may need to manually give the app permission in your phone settings.
- For each meeting I will send out information with the invitation link and password. Parents/guardians will always be copied in so you know where we are meeting and how to access the room.
- You will be required to sign a consent form to say that you are happy with your child's participation in the group, and your child will be required to sign an acceptable use policy..

To Join on Phone/Tablet:

- Follow the link sent out via email that says, "Join Meeting."
- The link will prompt you to download Zoom. You do not need an account to join. There will be a prompt to put your name in once the meeting starts. (Please use an identifiable name)
- Once downloaded, click the "Join Meeting" button and enter in our meeting ID found in the mass text, OR, re-click the link sent out via mass text, then click "Join Meeting."
- This will lead you to the meeting and place you in the Waiting Room until the host admits you into the video meeting.

To Join on Computer:

- Follow the link sent out via our email or on the Instagram page that says, "Join Meeting."
- A tab will open up and a download will start for the Zoom program.
- Once downloaded, a screen will pop up to prompt you to allow video and audio. Click "allow."

- This will lead you to the meeting and place you in the Waiting Room until the host admits you into the video meeting.

Please do not hesitate to get in touch if you would like to discuss any of this further.

Kind Regards,

The Youth Team



Youth and Children's Ministries



ACCEPTABLE USE AGREEMENT

This agreement aims to keep children and young people safe online when participating in online sessions with The Salvation Army.

All under 18s need to be responsible online, use the internet safely and follow these rules.

Acceptable Use Agreement

I will be responsible in my online behaviour whilst participating in sessions with The Salvation Army. I will not do anything that might risk:

- my own safety
- the safety of other users (children, young people, TSA personnel) connected to the corps/programme
- the safety and security of other users' systems

My Safety

- I understand The Salvation Army will monitor my online behaviour during the sessions.
- I will not share my user name or password, or use another person's username or password.
- I will be aware of stranger danger online and not share personal details (e.g. contact details) about myself or others online.
- I will immediately report to **Mediator/Safeguarding Lead** any unpleasant or inappropriate material or messages that make me feel upset or unhappy.

Proper online activity and rules

- I will not create, access (download or upload), share or store any illegal or inappropriate material*, while participating in The Salvation Army programme.
 - I will not install or store programmes on other users' equipment that will alter or affect that equipment.
- * Illegal and inappropriate online materials including:-
gambling, pornography, age-rated games/films, websites or games showing violence, any sort of extremism or being unkind to others (intolerance) based on race, religion, disability etc., sending or receiving words or pictures about sex.*

My Behaviour

- I will act as I want others to act towards me.
- I will be polite when I communicate with others online. I will not use unkind, angry or bad language in texts, emails or any other online messages.
- I will not take, send or share on social media, screenshots/pictures of anyone without their permission

I am Responsible

- I understand that if I have broken the rules of the PROGRAMME (if my online behaviour does not follow this Agreement) I will be removed from the programme.
- I understand that if any of my actions/behaviours are contrary to the law, The Salvation Army has a statutory responsibility to inform the police or other relevant agencies and will report accordingly

Signatures

- Participant:** - I understand this Agreement and that it is important
- I will follow it at all times during the programme.

Participant Signature: _____ Date of Signature: _____

Printed Name: _____

- Parent:** - I understand this Agreement and have helped my child understand his/her responsibilities and the importance of acting safely and legally online. I accept that this Agreement is part of Salvation Army rules for under 18s

Participant Signature: _____ Date of Signature: _____

Printed Name: _____





PARENTAL PERMISSIONS

Please ensure this, along with the Acceptable Use Agreement, is returned to the organiser of the sessions. Without receipt of this, your child will not be able to participate in the sessions.

	YES	NO
I give consent for my child to participate in the Zoom Small Group sessions	<input type="checkbox"/>	<input type="checkbox"/>
I understand that my child is required to follow the Acceptable Use Agreement for participation in the programme	<input type="checkbox"/>	<input type="checkbox"/>
I give permission for still images and video images from the session which may include my child to be shared on Salvation Army social media sites and used in Salvation Army publications.	<input type="checkbox"/>	<input type="checkbox"/>
I have read and understood the information in the letter and am happy for my child to take part in the sessions.	<input type="checkbox"/>	<input type="checkbox"/>

Participant (child's) Name: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Date of Signature: _____

