

**Young People’s online and virtual consent form (11-16 year olds)**

Whilst Covid-19 continues to impact upon our ability to organise activities and run events for young people face-to-face, we are keen to support and engage with them online.

We would like to use Zoom video calls to run virtual meetings, workshops and activities. To do this we need to be sure you – as their parent/guardian – are clear on how these will work, what we will do and what we expect you to do to keep your child safe online.

**WHAT SHOULD YOU DO?**

* You will need to download Zoom onto one of your home computers/laptops so that your child can take part. Zoom is free to use but you will need to set up an account. Any account should be set up in your name, since children under 16 should not set up Zoom accounts themselves.
* We recommend that you or an appropriate adult remain nearby during the video call, in case your child needs any support.
* Your child must take part in the video call in a suitable communal environment and be appropriately dressed.
* If your child wishes to join the video call using both video and audio, please ensure that all other members of the household are aware that the call is taking place and that they use appropriate language and behaviour when nearby or in the background. Alternatively, you can suggest that your child sets a ‘virtual background’ for the workshop (though please remember that audio will still be enabled!)
* Your child may wish to join the video call on an ‘audio only’ basis. This means that the video facility is turned off and a black screen appears to indicate that they are participating, showing only the account-holder’s name in white. Alternatively, your child could – with your permission – add an image to the profile picture on the Zoom account which will appear when the video is turned off.
* You will make sure your child has ‘logged off’ the call correctly and signed out before turning off any devices.
* Neither you nor your child should contact The Hub or any of the adults present on the video call using Zoom outside of pre-arranged workshops or activities. Please use one of the following options: call 01981 551143 or email info@hubcommunity.org



**Young People’s online and virtual consent form (cont’d)**

**IN ORDER TO PROTECT YOUR CHILD, WE WILL:**

* Have a minimum of two adults present throughout the video call who will stay on the call until all young people have ‘logged off’. At least one of these adults will be employed by The Hub.

The Hub staff hold DBS certificates and have received safeguarding training as required for their role. When instructors and workshop leaders from other organisations are participating online, The Hub will have asked them to confirm that they also hold DBS certificates.

* Use passwords and waiting rooms to give added security to the online video call.
* Ensure that none of the adults present during the video call contact you outside of any pre-arranged meetings using these online tools. If we do need to contact you, we will do so following our normal contact procedures according to your specified permissions.
* Watch through and check any links or videos we direct your child to as part of the online call to make sure everything is age-appropriate.
* Use appropriate language/behaviour throughout the call.
* Participate in the online call from a communal living/outdoor space and dress appropriately. Any members of our own households will use appropriate language/behaviour throughout the call.

Thank you for your support and cooperation.