



Online Activities Permission Form

In order to make sure that your child stays safe online, we ask that you do the following:

- Access to the Zoom Platform is made through the parent/carer's account.
- An appropriate adult, i.e. a parent or carer, will remain in the room with your child during video or conference calls to help or join in. For older children please make sure there is an appropriate adult nearby so that they can ask for help if they need it.
- For younger children, you will 'drop off' your child as you would at a practice, so we know that they have an appropriate adult nearby. This will also allow us to talk with you if necessary.
- Your child must take part in the video call in a suitable communal environment.
- Your child must be fully and appropriately dressed.
- All members of the household must be aware that the call is taking place and ensure they use appropriate language and behaviour when nearby or in the background. Some of the video calling software has a built-in option to blur the background – you may feel this is an appropriate feature to turn on.
- You must make sure your child has 'logged off' the call correctly and signed out before turning off any devices.
- You and your child must not try to contact any Guild officers using these online tools outside of the pre-arranged calls. If you need to contact a Guild officer for any reason you will do so following your normal contact procedures (i.e. emailing smgcb@gmail.com).

The Guild will:

1. Ensure the Waiting Room is enabled and that an adult is never alone with a child.
2. Expel participants that behave inappropriately.
3. Put attendees on 'hold' if the host deems it necessary.
4. Follow procedure when recording a call.
5. Disable video if necessary.
6. Mute participants or 'mute all' if necessary.

In signing this agreement you are confirming that (please tick all that apply):

<input type="checkbox"/>	You have read, understood and agree to your part in the above requirements.
<input type="checkbox"/>	You give consent for your child to be part of online sessions organized by St Martin's Guild
<input type="checkbox"/>	You give photo and video consent for your child to appear on Zoom
<input type="checkbox"/>	You give consent for the session to be recorded and posted to the Guild website.

Name of Child: _____

Signature of Parent/Carer: _____

Date: _____