Dear parents/carers,

As you are aware, we are currently unable to meet in person due to the coronavirus outbreak. This is going to be a particularly challenging time for young people, and we would like to be able to offer continued support and communication via our online platforms.

There are two ways that you can be involved with this:

1. *Information on how parents can see what you’re offering eg.* Follow our Instagram/Facebook profile to receive regular updates on what we are offering young people OR Check our church website regularly to see what we are offering young people
2. Provide clear consent for whether you allow your child to participate and, if so, in what ways. You can do that by completing the attached form and sending it back to us.

***If we do not receive parental consent, we will not be in contact with your child.***

Keeping children safe online is our top priority and we will be following strict guidelines to ensure that young people are not put at risk. Our full safeguarding policy can be found here ***(insert link).***

Please be assured that:

* All communication will occur from (***insert name of group account)***and never from the personal account of an adult
* (***name of group account*)** is always monitored regularly by at least 2 adults
* All communication will be:
  + Transparent: visible to at least 2 adults and able to be shared with parents
  + Accountable: recorded and seen by at least 2 adults
  + Purposeful: for a specific purpose that is in the best interest of the young person and not just idle chat
* All adults with access to the account have been safely recruited via our policy ***(available here)*** which includes an Enhanced DBS check

Please know that we are keen to support you and your child during this challenging time. If there is any practical or pastoral support that you would appreciate, let us know! If you would like to discuss anything further, please contact our Team Leader ***(insert name here)*** who will be taking responsibility for our online engagement.

Kind regards,

***(insert name here)***

***(insert contact information here)***

**ONLINE COMMUNICATION CONSENT FORM**

***INSERT GROUP NAME***

|  |
| --- |
|  |

**PARENT/CARER DETAILS:**

**Name:**

**Email:**

**Phone number:**

**Address:**

|  |
| --- |
|  |

**CHILD DETAILS:**

**Name:**

**Age***: (this is important as some platforms have an age requirement)*

**School:**

|  |
| --- |
|  |

**CONSENTS:**

I give permission for **(*insert group name here)*** to contact my child via the following platforms:

* Instagram (13+)
* Facebook (13+)
* Email
* Zoom (video conferencing)
* Microsoft Teams
* WhatsApp (16+)
* Other:

|  |
| --- |
|  |

I give permission for ***(insert group name here)*** to use the following contact information to contact my child:

*Please provide the contact information that you would like us to use. This could be parental email/social media/phone, or if you would prefer, your child’s provided they are 13+.*

**Email: Phone Number:**

**Social Media:**

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I would like to be included in all correspondence with my child:

**YES/NO** *(Please circle)*

|  |
| --- |
|  |

Name:

Signed:

Date: