

St James Safeguarding Policy: **Video Conferencing with Young People**

In line with the government recommendations and law according to the COVID-19 pandemic, St James Youth have moved online in place of physical meetings. This document explains the measures we have put in place in order to safeguard both the young people and leaders whilst video-calling for the purposes of youth ministry at St James (modified from the Diocese of Worcester video conferencing document):

- We are avoiding the use of Skype / Facetime – these are social media tools and as such share contact details with all users. We do not want to inadvertently connect young people up with other people as an unintended consequence.
- We are instead using the video conferencing platform Zoom: users only need to have an email address for account setup.
- Use of this is beyond the normal running of our group and we have therefore obtained explicit permission from Chris Green (Vicar) as well as specific parental consent for this activity.
- We have clearly communicated to parents and young people the times and days the groups are meeting and we will refrain from using Zoom in contact with the young people outside of these dedicated times, with the exception of extreme circumstances in conversation with the parents.
- We have requested parents set up a Zoom account for their young person to use, but young people may have their own Zoom account at the discretion of the parents.
- We will always have at least two leaders live on the call for the entire duration, including in each breakout group during the call. At least two leaders will be live before any young people join, and until all young people have left the call.
- The leaders on the call will be our usual group leaders. New leaders will be recruited safely in line with the standard St James safeguarding policy in place for physical groups.
- Codes of conduct – appropriate behaviour for leaders and young people should be followed as we would expect in the usual youth group setting.
- We will seek to continue to support young people who may not be able to access the Zoom calls for various reasons.

- We have locked-down the settings on our St James Youth Zoom account from which we always host the meeting. Participants are not able to share their screen, change their background, take control of anyone else's camera, or private message anyone in the group except the host. Messages in the chat are visible to the whole group and cannot be saved.
- The Meeting ID used for all the youth calls are only circulated on the emails to parents and not on any public platforms.
- All participants are held in a waiting room when connecting to the call and can only be admitted by the host (youth staff member). Therefore, no strangers will be able to access the call. Unfamiliar names can be cross-checked with Churchsuite. If young people are inviting friends to join with the call, they are to make the youth staff aware beforehand so they can look out for their name.
- We will never record any part of the meetings and have disabled the ability to do so in the settings. One of the staff may take a screenshot for the purposes of publicity in line with the consent given at the start of the year from parents, but we will not take a screenshot without prior knowledge and permission from the young people.

If you have any questions or concerns about anything outlined in this document, please don't hesitate to get in touch with Dave Cornes (Head of Youth Ministry): david.cornes@st-james.org.uk.

“Let us think of ways to motivate one another to acts of love and good works. And let us not neglect our meeting together, as some people do, but encourage one another, especially now that the day of his return is drawing near.” Hebrews 10:24-25



St James Muswell Hill