Policy and Procedures for online engagement with children in Harrow Primary Schools

Who is this for?

re:generation staff, trustees and volunteers

Context

As a result of visitor restrictions in schools and churches during the Covid-19 pandemic, some of our activities have moved online and may continue to do so. We plan on being creative in the way we engage with schools and churches online.

Definition: what is 'online engagement'?

Online engagement occurs when people interact in some way, with one another or with digital content, in an online space. A few of the ways this happens include:

- taking part in a video which will be made available to others, live or at any time;
- posting, liking, reacting to, reposting, sharing and commenting on social media platforms, such as Facebook, YouTube, Twitter or during a livestreamed service.
- Contacting schools, supporters, churches, volunteers via email.
- hosting or participating in a 'live' shared event with others, in an online chat or meeting, such as Zoom, DB Primary or any platform used by a Harrow primary school or church.

What this document isn't!

This Policy and Procedures document does not replace existing good practice or current safeguarding or GDPR policies. It is here to highlight matters which may arise when seeking to connect with children online, but usual good practice and safeguarding standards still apply.

See policies:

Safeguarding Policy - http://regenharrow.org.uk/wp-content/uploads/2020/07/safeguarding.pdf

Data Policy - http://regenharrow.org.uk/wp-content/uploads/2020/07/data.pdf

Policy and Procedures

We would adhere to the individual school's online safeguarding policy.

Video Resources

- All video material must be approved by two Trustees assigned to each project along with the Schools Work Coordinator.
- All video material should be created with the appropriate content for the intended audience. While our aim is to promote Christianity and Biblical truth, content should remain inclusive and sensitive to those of other faiths.
- Video resources created in a school environment should be produced using only re:generation equipment.
- Parental permission and school permission must be in place to film a child in a school.

Social Media

- re:generation staff, trustees and volunteers must not reference, on their personal social media; children, parents/carers, school staff, schools, re:generation staff or trustees.
- re:generation staff, trustees and volunteers must not become online friends with any child met through their work in schools or churches.
- re:generation staff, trustees and volunteers must not engage in online discussions on personal matters relating to members of any school community or the re:generation community
- Personal opinions should not be critical or negative of any school community or the re:generation community.
- All social media material should be created with the appropriate content for the intended audience. While our aim is to promote Christianity and Biblical truth, content should remain inclusive and sensitive to those of other faiths.
- Any inappropriate posts would be removed from social media platforms. However, we should make a record of the inappropriate post in case evidence needed.

Email

- Follow GDPR policy
- Emails sent to Groups (eg. Supporters and churches) should be sent bcc.
- no re:generation staff, trustee or volunteer should enter into any email correspondence with a child met through their work in schools or churches. If contact needs to be made, it should go through the school or parent of the child.

Live Engagement

Currently we do not anticipate using this form of interaction. However, if this changes, these are the policies we would recommend.

- We would use school approved platforms along with their online safeguarding policy.
- Two adults (who have been Safer Recruited) should always be present. (Three would be recommended in the case of internet issues)
- The link for the meeting should be sent out to parents in advance with the requirement of an RSVP.
- The waiting room should be used in order to control participants entering the meeting. Only those who have RSVPed should be allowed to enter. This is to ensure a safe and secure meeting.
- All staff, trustees, volunteers, children should be appropriately dressed and in the case of a child not dressed appropriately they should be requested to do so.
- Backgrounds should be appropriate, preferably neutral free of personal items.
- Parents should be invited and encouraged to be in the room close by or within hearing distance with children using this live engagement.
- No 1:1 meeting should occur.
- All live engagement material should be created with the appropriate content for the intended audience. While our aim is to promote Christianity and Biblical truth, content should remain inclusive and sensitive to those of other faiths.
- Any inappropriate comments or messages should be dealt with immediately - messages removed and participant muted etc. Explaining clearly why actions were taken to affected individuals.

G Richardson, July 2020

To be reviewed in July 2021