

## Rules for Online Meetings

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We will only use the Groups G suite system 'meets' that will allow for GDPR compliances and recording of all meetings. Google meets is also secure and easy to use and allows for screen sharing to demonstrate items and presentations.

- All Video Chats are Recorded for Security and Safeguarding.
- Minimum of 2 Leaders in chat.
- All users should be fully clothes no nightwear preferable in uniform with necker
- Young People should access the video call with permission of parents.
- No headphones.
- All users will respect each other and not use any bad or insulting language.
- Young people should only access the call from a location in the home only when a parent is nearby.
- All users will minimise noise and not speak over others.
- Leaders will need to ensure that all participants play an active part in online meetings, giving everyone a chance to be heard and take part.
- Leaders will not over moderate the chat rooms and any inappropriate behaviour leaders will allow that person to correct.
- The joining link will be sent to parents' email and group Facebook account.