



Zoom Code of Conduct for parents and carers

Action for Children's Arts

This document is to be shared with parents and carers of young people attending sessions on Zoom hosted by Action for Children's Arts. Please discuss this with your young person (who has an abbreviated version) sign and return to mimi.doulton@childrensarts.org.uk before the first meeting of the Group.

1. Make sure your young person is seated in front of a neutral background. If you are unable to find an appropriate space, please use a virtual background. Please ensure that devices are not used in private spaces such as bathrooms.
2. Be respectful of others. We aim to create an inclusive space, and ask that participants uphold this by:
 - i. using language and gestures that will not offend other members of the group;
 - ii. dressing appropriately;
 - iii. respecting the needs of other participants, for example some people may need more time to respond to ideas, or require more frequent breaks;
 - iv. responding constructively to ideas shared with the group.
3. Set your Zoom name to the young person's first name before joining the session. We encourage everyone to include their personal pronouns, for example she/her.
4. Be engaged! Encourage your young person to avoid checking their phone or other tabs.
5. Ask permission before sharing any content from the session on social media.
6. Please email us if you are running late or are unable to attend the session.
7. Please do not share the Zoom link or meeting password.
8. The option to send a private message in the chat will be switched off. We ask participants not to share personal details with each other during sessions.
9. If your young person has access needs, please aim to inform the ACA Team at least 48 hours before the session so that every effort can be made to fulfil them.

If you have any questions or concerns, please email mimi.doulton@childrensarts.org.uk

I _____ (name of parent/carer) give permission for _____ (name of child/young person) to attend the ACA Young Supporters' Group and agree to ensure that they uphold the Zoom Code of Conduct at all sessions they attend. I take responsibility for ensuring the safety of devices used by _____ (name of child/young person) for online activities with ACA.

Signature: _____ Date: _____

Please also sign the following if your young person is under 16: I will be within earshot for all sessions of the ACA Young Supporters' Group.

Signature: _____ Date: _____