

• Introduction

eXp is a Christian youth project that seeks to change lives, communities and churches in Cowal. To do so it will work to provide the best support, training and environment for all involved to work safely. We seek to ensure that everyone involved with eXp has the fullest opportunity to grow and flourish. Every policy will therefore be planned in partnership with key stakeholders and reviewed to reinforce best practice, learn from mistakes and help us reach our goals. This Online Policy is part of this process.

• Goals

- ~ to ensure every young person in eXp can connect safely and easily with the online world
- ~ to offer a safe eXp community in the online world
- ~ to ensure that every eXp staff member, student or volunteer works safely and wisely online

• Action Points

eXp staff, students and volunteers will

- ~ All eXp staff and students will have an eXp fb page (if they use fb). Their own personal fb page is separate and we encourage them to promote values consistent with eXp on it, as we would ask them to do in the real world outside of eXp events.
- ~ be trained and supported in online issues,
- ~ eXp volunteers do not have their own separate eXp fb page but we encourage them to promote values consistent with eXp on their own pages, as we ask them to do in the real world outside of eXp events.
- ~ Access codes / passwords should be given to their line manager (LM) or a designated person (DP) from the Resource Group
- ~ Integrity of online behaviour
- ~ Privacy settings
- ~ eXp will never initiate contact with a young person online. We would only initiate contact with a closed group eg/ rookie leaders or a group going on a trip where we have parental permission
- ~ no private messaging between any eXp staff, students or volunteers with young people
- ~ The use of closed fb pages for rookies or young people will always be moderated / supervised by two leaders

eXp will...

- ~ update this policy annually with current good practice eg/ 'report abuse' buttons downloadable via CEOPS,
- ~ seek permission of parents updated annually to contact young people online or use of photos or films.
- ~ ensure all photos to be uploaded only by eXp staff or students
- ~ create a 'keeping safe online' card, all eXp team to be trained annually (copy below)
- ~ create guidelines with young people on their online behaviour, values based just like in Friday club
- ~ moderate facebook pages or threads by eXp moderators.
- ~ work with parents / carers to produce guidelines for working online, including how parents connect with their children's friends online
- ~ ensure that parents or adults will only be given access to closed eXp online groups after they have been disclosed and interviewed, exactly the same procedure for any parent wanting to attend a real-time group.

Young people will..

- ~ have a positive presence online, as we would expect in their real-time lives
- ~ eXp will work in partnership with local agencies to provide online safety training to young people

• If incidents occur we will

- ~ Work within our existing Child Protection / PVG guidelines
- ~ Discover why they occurred
- ~ Seek to improve our practice

• Review Points

What	When?	Who?	Reports to
On-going moderation	Weekly	Moderators	Team Leader
visit online groups and log these visits		Designated Person	Team Leader
provide online training	annually	Resource Group	CoRe
supervise all parental permissions	Termly	Administrator	Team Leader
Online Policy reviewed by all stakeholders, including staff, parents and young people	Annually	Congregational Co-ordinator	CoRe

Who Resource Group and Team Leader

Date September 2018

Sources

- Edinburgh presbytery
- Argyll presbytery Safeguarding Group
- SU Scotland
- <https://www.nspcc.org.uk/preventing-abuse/keeping-children-safe/online-safety/>
- <https://www.thinkuknow.co.uk/>
- http://websafety.youth.ie/good_practice
- http://websafety.youth.ie/online_youthwork
- <http://youthworkireland.ie/images/uploads/general/YWI-Appropriate-Use-of-Social-Networking-Tools-Guidelines-for-Youth-Work-Staff-Volunteers-2009.pdf>
- http://www.churchofscotland.org.uk/data/assets/pdf_file/0017/13283/Safeguarding_Handbook_4.pdf

‘keeping safe online’ card for eXp team

- Boundaries for staff, students, volunteers working with young people. In line with our ‘How we work with young people’ policy we will treat young people with respect. We will not initiate contact, develop abusive relationships or tolerate online abuse. We will accept friends’ request from young people but will not private message young people. We will be sensitive to any over-dependency growing between exp staff, student, volunteer and any young person.
- Disclosure of abuse, or suspicion of abuse will be dealt with promptly, passing on any concerns to the Team Leader
- Promoting positive behaviour online eg/ no flirty photos, ridicule, complaining or gossiping.
- Helpful websites
- Consequences for eXp staff, students or volunteers if they misuse social media. Any abuse will be dealt with immediately by the Team Leader, including withdraw from activities if necessary. Re-training would follow.
- Card to be signed, annually as part of all eXp team (staff, students, volunteers) annual training.