

Code of conduct for online outreach activities

AECC University College understands the importance of children being able to use the internet for education and personal development. This includes social media platforms and apps. We aim to support children and young people using these as part of our outreach activities. We are keen to continue to offer young people online alternatives to our usual face to face outreach programme. However, we also recognise that safeguards need to be in place to ensure participants are kept safe at all times, and we want all young people joining our sessions to feel safe and enjoy the activity.

This agreement is part of our overarching code of behaviour for children and young people and our staff. It also fits with our overarching online safeguarding policy. If you would like to know more about this, please speak to Lisa Bates, Access & Participation Manager/Designated Safeguarding Officer for Outreach and Access & Participation by emailing lbates@aecc.ac.uk

More information about online safety is available from [NSPCC Learning](#).

Online outreach activity code of conduct for participants:

- I will enter the session using the name I registered with to allow AECC University College to recognise me when I enter the waiting room, and to enable them to keep the session safe for all participants by only admitting registered attendees.
- I will keep my microphone off when others are speaking, or the host is presenting to minimise disruption to the session.
- I will not deliberately browse, download or upload material that could be considered offensive or illegal. If I accidentally come across any such material, I will report it immediately to the session host or a staff member/facilitator.
- I will not send anyone material that could be considered threatening, bullying, offensive or illegal.
- I will not repeat any sensitive information shared by other participants.
- I will not take any photographs/screenshots during online sessions.
- I will consider other participants' feelings in my contributions to the session and will treat all other participants with respect.
- I will not give out any personal information online, such as my name, phone number or address.
- I will not reply to contact requests from anyone I do not know.
- I will not reveal my passwords to anyone.
- I will not arrange a face to face meeting with someone I meet online in an outreach session unless I have agreed this with my parent/guardian.
- If I am concerned or upset about anything I see in a session or any messages that I receive, I know I can talk to Lisa Bates, Access and Participation Manager for AECC University College by emailing her at lbates@aecc.ac.uk.