



WestcoastYouth School Student Contact Policy

At WestcoastYouth the safety and protection of school students is of the highest priority, and we have a zero tolerance policy for any actual or suspected misconduct of anyone involved in WestcoastYouth leadership.

Purpose of leader-student contact

The relationships school students have with their WestcoastYouth leaders is often a treasured relationship with a mentor and role-model. To develop and deepen these relationships, contact outside of Friday night WestcoastYouth meetings (in person, or via text, email, phone calls, social media, etc) is often greatly beneficial, and much appreciated.

Policy

Our policy at WestcoastYouth for contact between leaders and school students is as follows:

(A) For in-person contact:

1. Leaders may not meet with a school student in-person without the prior consent from their parent or guardian for such a meeting;
2. Leaders may never be alone with a school student, unless in an open public place with other people present (e.g. a café).

(B) For all other contact (e.g. text, email, phone call, social media):

1. Leaders may not initiate or continue contact with a school student without the prior consent from their parent or guardian;
2. Leaders must retain a record of all communication;
3. As far as practicable, leaders must keep the school student's parent or guardian aware that contact is being made, and the general content of such contact, and if possible, the parent or guardian should be included in correspondence;
4. Leaders should seek to follow the 'home phone' rule of thumb, where no contact is made (or responded to) at a time when you would not call their home phone line (i.e. approximately 9pm-8am).

Please also note that St Lawrence's and WestcoastYouth policy relating to leaders includes that all leaders:

1. Have a valid Working with Children's Card;
2. Have a valid WA or National Police Clearance Check;
3. Have attended (or registered to attend) a Diocesan Churchsafe Training Course;
4. Have completed a Diocesan Volunteer registration form.

Date: February 2020



WestcoastYouth Photographic Policy

At WestcoastYouth the safety and protection of school students is of the highest priority, and we have a zero tolerance policy for any actual or suspected misconduct of anyone involved in WestcoastYouth leadership.

As such, we will take every effort to protect the privacy and rights of school students who attend WestcoastYouth activities or events, including in the taking, retaining and using of any photographic material.

Purpose of Photograph or Video Taking

The taking and using of photos and videos can play an important and positive role in building memories, growing relationships, and sharing experiences. This is perhaps especially true for youth today given the place of media in their lives and relationships. As such, it is foreseen that photographs or videos may be taken at WestcoastYouth activities or events for the following purposes:

1. For screening at other WCY events (eg a slide show of WCY activities the previous week, a year-end video montage, etc);
2. For posting to official WestcoastYouth social media accounts;
3. For promotional purposes (eg in a brochure for a camp).

Policy

WestcoastYouth Photographic policy is as follows:

1. Photographs or videos may only be taken in the course of regular WestcoastYouth activities or events, and for the above-listed purposes;
2. Where students are identifiable, WestcoastYouth will only use photographs or videos of school students for whom we have received photographic consent from their parent or guardian;
3. If at any point a school student or their parent or guardian requests that a photograph be removed from a social media platform or deleted from storage on the St Lawrence's server, this is to be done immediately;
4. Within a reasonable time, any photographs or videos of school students are to be transferred to and kept on the St Lawrence's IT server, and deleted from a leader's photographic device, unless explicit permission has been granted by their parent or guardian for a specific image or video to be retained on such a device.

Date: February 2020