**Our Online Safety & Security Measures**

**YouTube Chat:**

* Lead Moderator ‘communicates’ with students under the name “Parkview Students.” All other pastors have moderator permissions, but engage under their personal screen name.
* Safety Moderator only watches for chat content under “Parkview Students.”
* “Red flags” include, but are not limited to:
  + Seeking personal information like, grade, location, age
  + Conversation that does not sound like a teenager: “What are the ages of the teens in here?”
  + Any invitations to connect offline or outside of the group chat
  + Any invitations to subscribe or follow on any platforms
  + “Spamming” \* or “trolling” \*
* Responses to suspicious behavior:
  + All suspicious or “red flag” comments are always hidden/deleted
  + Anyone requesting personal information from any participant is an immediate block for the duration of the chat
  + Any combination of suspicious or “red flag” comments indicate a need for a time out
  + Multiple abuses result in being blocked
  + A weekly report of anyone hidden, timed out, or blocked will be submitted as a comment in our Safety and Security thread on Basecamp. Include the date and a brief description of the actions taken and why.

**Zoom Calls for Small Groups (in addition to the safety protocols provided by Zoom)**

* Zoom “room” settings
  + No recurring meeting links
  + Screen sharing disabled for all
  + Auto-generated passwords
  + All coaches and one SGL per group designated as co-host
  + Links in the YouTube description deleted within 5 minutes of the show’s end
  + Rooms “locked” after 10 minutes.
* All calls will have two cohosts dedicated to safety and security
* Safety moderators will have a list of adults “approved for the room,” provided weekly by the student pastor (including all campus pastoral staff and central students staff)
* Any adults not approved for the room will be removed without notice
* “Reminders” of safety instructions will be used (slides, verbal, etc.)
  + All participants must use video and be visible on the video
  + All participants must use appropriate naming conventions
* All participants are required to use video:
  + Participants will receive one verbal warning to engage video
  + If the participant fails to engage video after 45-60 seconds, they will be placed “on hold” until all remaining students are grouped and in breakout rooms
  + At that time, host and safety moderators can assist with engaging video or removing from the room
  + If students engage their video but fail to be visible on their video, they will receive one warning before they are removed from the group for the evening
  + A weekly report of anyone placed on hold or blocked due to suspicious behavior will be submitted as a comment in our Safety and Security thread on Basecamp. Include the date and a brief description of the actions taken and why.

\*Spamming/Trolling: repetitive posts (i.e. hi, hi, hi, hi, hi over and over again, etc.), posts obviously meant to incite drama or conflict, etc.