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## **Virtual Youth Programming Guidance**

The guidance below is intended to help support programs offering **Virtual Programming Environments** involving minor participants. These recommendations are offered only as best practices and should not be interpreted as official university policy.

### **REGISTRATION:**

Programs hosting virtual Youth Programs should submit events through the standard event submission platforms via Event Services or Connect.

### **AUTHORIZED ADULTS:**

Authorized Adults should bi-annually pass a criminal background check and visit our [Education and Training Page](#) to complete the Shine A Light Course that addresses MANDATORY REPORTING REQUIREMENTS.

### **TECHNOLOGY PLATFORM FOR DELIVERY:**

For virtual program delivery, programs should consult with Baylor IT security department in choosing an approved platform for delivery (Zoom, Microsoft Teams...etc) that adheres to any required privacy and security requirements established by the university.

### **MINOR PARTICIPANTS CONDUCT EXPECTATIONS:**

Minor participants **should** dress appropriately during online sessions. Minor participants **should not** share any links, passwords or take any inappropriate screenshots or images.

### **STAFF CONDUCT EXPECTATIONS:**

Staff should limit online contact with minor participants to scheduled programming periods for only purposes affiliated with the programming curriculum.

Staff should avoid any 1:1 online contact with a minor participant unless another adult can be present. Please reference [One on One Best Practice Guidance](#) to help support these interactions.

### **CYBER BULLYING AND ONLINE BEHAVIOR:**

Programs should create an environment where minor participants are treated with respect. Acts of cyber - bullying or harassment should not be tolerated.

Cyber – Bullying [Identification, Prevention and Response Strategies](#).

### **CONSENT AND WAIVER:**

Programs should consult with OGC regarding parental permission and waivers for consent and photo/Video release forms when applicable to adhere to any privacy laws.

### **PARENTAL ENGAGEMENT:**

Programs should educate parents about the learning platform, program design and encourage parents to discuss online safety with and the monitoring of their child's online activities. Parents should also be informed of their responsibility to report any inappropriate online behavior by staff or other program participants.