**XX Online Meetings** (replace XX with church/group name)

***Permission to participate in online meetings during COVID-19 lockdown period.***

In light of the current situation with COVID-19, XX is conducting online meetings until further notice.

These meetings will only be conducted via a church owned account with YYYYYY [Zoom, etc], and trained adult leaders will be present at all times.

Please see the [Safe Ministry principles](https://safeministry.org.au/covid-19-principles-when-using-video-conferencing/) we will be following in all our online meetings.

Please note that:

* Some online meetings may be recorded, and the recordings kept securely for internal compliance purposes.
* Larger online meetings may divide into smaller breakout groups within the main meeting. Each breakout group will either have two adult leaders (in which case such a group may not be recorded) or one adult leader, with the group recorded.
* Online meetings for primary aged children will require parents to be present in any breakout groups formed from the main meeting.

**Please complete the following information:**

**Name of child(ren):**

**Name of parent/carer:**

**Permission:**

⭘ I give permission for my child(ren) to participate in the online meeting run by XX during the COVID-19 period where normal physical meetings cannot be held.

**Preferred contact method for providing meeting access link:**Note: for children’s meetings, access information will only be provided to a parent/carer.

⭘ Parent’s email

⭘ Youth email

Signature and date or check box [for online form]