



## Interactive social media consent form for over 18s

This form can be used for all online platforms for over 18s

### SECTION A: GROUP INFORMATION

Group Name:	
Organisation / Parish:	
Group Leaders / Moderators:	
Social Media / Interactive platforms that will be used:	

### SECTION B: PARTICIPANT INFORMATION

Full Name:	
Address:	
Date of Birth:	
Other relevant information: (Please mention any medical conditions or relevant additional needs)	

### SECTION C: CONSENT TO PARTICIPATE

As a member of this group, I would like to take part in interactive events on the social media /interactive platforms listed in Section A. I acknowledge that I have read, and hereby accept the **Code of Conduct** set out by the Diocese of Cloyne in Section E of this form.

I confirm that I am over 18 years of age.

\_\_\_\_\_  
**Signature**

**Date:** \_\_\_\_\_

*(Please tick if relevant):*

- I agree to follow guidelines as outlined in the Diocesan Digital, Social Media and Online Communication Policy.
- I understand that photographs may be taken, and I give my permission for these to be used in hard or soft copy or an online platform (delete as appropriate) publications by the group.
- I understand that I may be part of videos taken for the online platform and posted onto social media platform associated with the group
- I understand that updates may be posted on the group website and/or social network sites and I give my permission for my images/videos of me (delete as appropriate) to be used.
- I give permission for the Leader of the Group / Parish to store by my mobile number / email and contact me in relation to events.

Mobile phone number:	
Email address:	

Signed: \_\_\_\_\_

Date: \_\_\_\_\_



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#### SECTION D: DATA PROTECTION

The information in this form will be used to facilitate your participation in Social Media Platforms for the group outlined above. The information will be stored confidentially and will only be shared outside the parish/group where there is a legal obligation on the parish/group to do so. The information will be retained for as long as necessary in compliance with Safeguarding laws and policies. Certain photographs and videos may be retained indefinitely for archiving purposes. Your data will be processed under Articles 6(1) (a), 6 (1) (c), 6 (1) (d), 6 (1) (f), 9 (2) (a), 9 (2) (c) and 9 (2) (d) of the General Data Protection Regulation, 2016. By signing this form, you consent to your data being used in this way.

This form should only be used if the event/activity has the prior approval of either the Diocese or the local parish within the Diocese.

\_\_\_\_\_  
**Signature**

**Date:** \_\_\_\_\_

#### SECTION E: ONLINE CODE OF CONDUCT

- ✓ **Be kind:** No judgmental attitudes or bullying. Negative, hurtful or derogatory comments will not be tolerated. We work to encourage each other. The group should be a safe space for members to express themselves.
- ✓ **Respect others:** Respect the different opinions of everyone in the group and listen. Healthy debates are natural, but kindness is required. Keep discussions to the appropriate, designated time for discussion. Follow the instructions of the leader(s).
- ✓ **Respect privacy:** No photo-taking, screenshots, screen or voice recordings of meeting. Do not share group codes or passwords with people outside the group. Do not tag other people in photos or posts on social media without their permission.
- ✓ **Be honest:** Make a leader aware if you are feeling uncomfortable due to a person or topic being discussed. If you need a break do not be afraid to ask.
- ✓ **Respect confidentiality and do not gossip:** if you are telling a story about someone, ask yourself, "Is this my story to tell?" Do not talk about other people without permission: this includes your family members. Always respect confidentiality: what is said in the group, stays in the group, unless there is a safeguarding concern.
- ✓ **Appropriate Dress Code and Surroundings:** Only use the online platform from an appropriate location i.e. bedrooms and bathrooms are not appropriate. Make sure people around you cannot be seen or heard on camera unless they are part of this group. Dress appropriately e.g. pyjamas are not appropriate.
- ✓ **Breach of the Code:** Anyone who breaks the rules or acts inappropriately while on the online platform will be removed from the meeting.
- ✓ **Attendance Log:** I acknowledge that an attendance log of the Zoom call will be retained by the parish/Diocese in accordance with Safeguarding Policies and Procedures.