



TEEN OR ADULT VOLUNTEER

All Saints Catholic Church/School **Guidelines for Communication with Minors**

In an effort to keep effective and current communication with teens, All Saints has proposed the following electronic and social media guidelines. Ministry with, by, and for young people creates numerous opportunities for teen and adult interaction. The following guidelines apply to teens, and those adults who communicate with them because of their role in parish ministry. Teens refers to youth who are 13 years or older, and are actively involved in ongoing ministries in the life of the parish. Parental consent and release form for Social Media and Social Media involving communication with minors must be completed.

General Norms:

- Adults involved in Youth Ministry leadership may, with staff approval and awareness, use the contact information provided below to contact youth regarding topics related to ministry.
- Communication, both text and email, should be non-person specific when possible – communication that is general to the entire group.
- Communication between adults and teens should involve parent and staff awareness. If any User knowingly communicates privately with a minor as part of his or her duties for or on behalf of All Saints Church/School, reasonable steps must be taken to send the minor’s parent/guardian the same communication content, not necessarily via the same technology.
- Personal communication or non-youth ministry related conversations *prompted by* adults in Youth Ministry leadership via text/email/phone or any other social media between adults and teens is not appropriate.
- It is acceptable for a teen to communicate directly using texts/email/social media with adults in Youth Ministry and expect a response.
- Any communication between adults in youth ministry and teens that feels inappropriate, hurtful, confusing, threatening, or awkward SHOULD be saved and communicated to parents, staff or Pastor.
- Any communication via text/email/phone/social media between adults in Youth Ministry and teens should be considered “public”.
- Sporadic affirmations and encouragements that do not seek to engage or make teens feel obligated to dialogue using phones/emails/texting/social media between staff/adult leadership and teens is acceptable.
- Staff may request use of specific communication tools or social communication media forms to facilitate communication, for example: Flocknote, Facebook.
- All posts and comments should be marked by Christian charity and respect for the truth. They should be on topic and presume the good will of other posters. Discussion should take place primarily from a faith perspective. No ads please.
- Pictures, images, videos, or other information about minors may not be posted or shared without written consent to All Saints Parish/School Guidelines for Communication with Minors and approval of designated Staff.

Cell Phone Norms:

- Adults and teens will not communicate during school hours or after 9 pm.
- Contact information will not be shared or forwarded by adults/teens to other parties.

As a teen, parent, or adult I agree to the current guidelines and norms for communication between minors and adults related to ministry at All Saints.

Specify Related Ministries/Programs: _____ (Example - Peer Ministry)

TEEN VOLUNTEER CONTACT INFORMATION ONLY

___ I can receive text
 Teen Cell Phone: _____

I can receive email
 Email: _____

A parent MUST complete and return Parent Permission--
FORM FOR SOCIAL MEDIA OR OTHER ELECTRONIC COMMUNICATION INVOLVING MINORS.

ADULT VOLUNTEER ONLY

Adult information is typically provided through the Church data base, and therefore not requested here. If your contact information; email or home phone has changed please contact membership@allsaintschurch.com.

Sign and return this form to program director or parish office.

Printed Name: _____ Signature: _____ Date _____



PARENT PERMISSION

ALL SAINTS CATHOLIC PARISH/SCHOOL CERTIFICATION, ACKNOWLEDGMENT AND AUTHORIZATION FOR CONSENT AND RELEASE FORM FOR SOCIAL MEDIA OR OTHER ELECTRONIC COMMUNICATION INVOLVING MINORS

I am the parent or legal guardian of _____ (full name of minor) ("My Child").

I certify that My Child is at least 13 years old. I have been made aware of the All Saints Catholic Parish/School Guidelines for Communication with Minors.

I authorize staff or other leaders of All Saints Catholic Parish/School to communicate with My Child electronically, including via social media, in accordance with the All Saints Catholic Parish/School Guidelines for Communication with Minors

I acknowledge that to review or receive public communications shared via social media with My Child, I would need to become a fan or follower of the same social media. I understand that communications may be accessible or viewable by others who are also fans or followers of the same social media. I also acknowledge that, in accordance with the All Saints Catholic Parish/School Guidelines for Communication with Minors, if any Staff or Leader knowingly communicates privately with a minor as a part of his or her duties for or on behalf of the All Saints Catholic Parish/School, reasonable steps must be taken to send the minor's parent/guardian the same communication content, not necessarily via the same technology.

I authorize and consent that All Saints Catholic Parish/School and the Archdiocese of Saint Paul and Minneapolis be permitted to use and publish for general communications, advertising, commercial or publicity purposes, the likeness of my child and my child's original work or for any other lawful purpose whatsoever, including video, photographic portraits, pictures, reproductions, made through any medium, including social or other electronic media, in accordance with the All Saints Catholic Parish/School Guidelines for Communication with Minors. I release All Saints Catholic Parish/School, the Archdiocese of Saint Paul and Minneapolis, or anyone authorized by All Saints Catholic Parish/School or Archdiocese of Saint Paul and Minneapolis with such use.

This consent is valid for one year.

If I choose to rescind my consent to the Authorization, I agree that I will inform All Saints Catholic Parish/School in writing and that my rescission will not take effect until it is received by All Saints Catholic Church/School. I understand however that it may not be possible to recall any work or photos that have been published prior to receipt of my written rescission.

I give consent for my teen to be contacted through email and their cell phone according to All Saints guidelines for communication with minors.

I have read this certification, acknowledgement and release, have had the opportunity to consider its terms, and understand it. I execute it voluntarily and with knowledge of its significance.

Parent/ Guardian Name (please print): _____

Email address: _____

Address: _____

Phone number: _____ I can receive texts at this number.

Signature of Parent/Guardian: _____

Date: _____